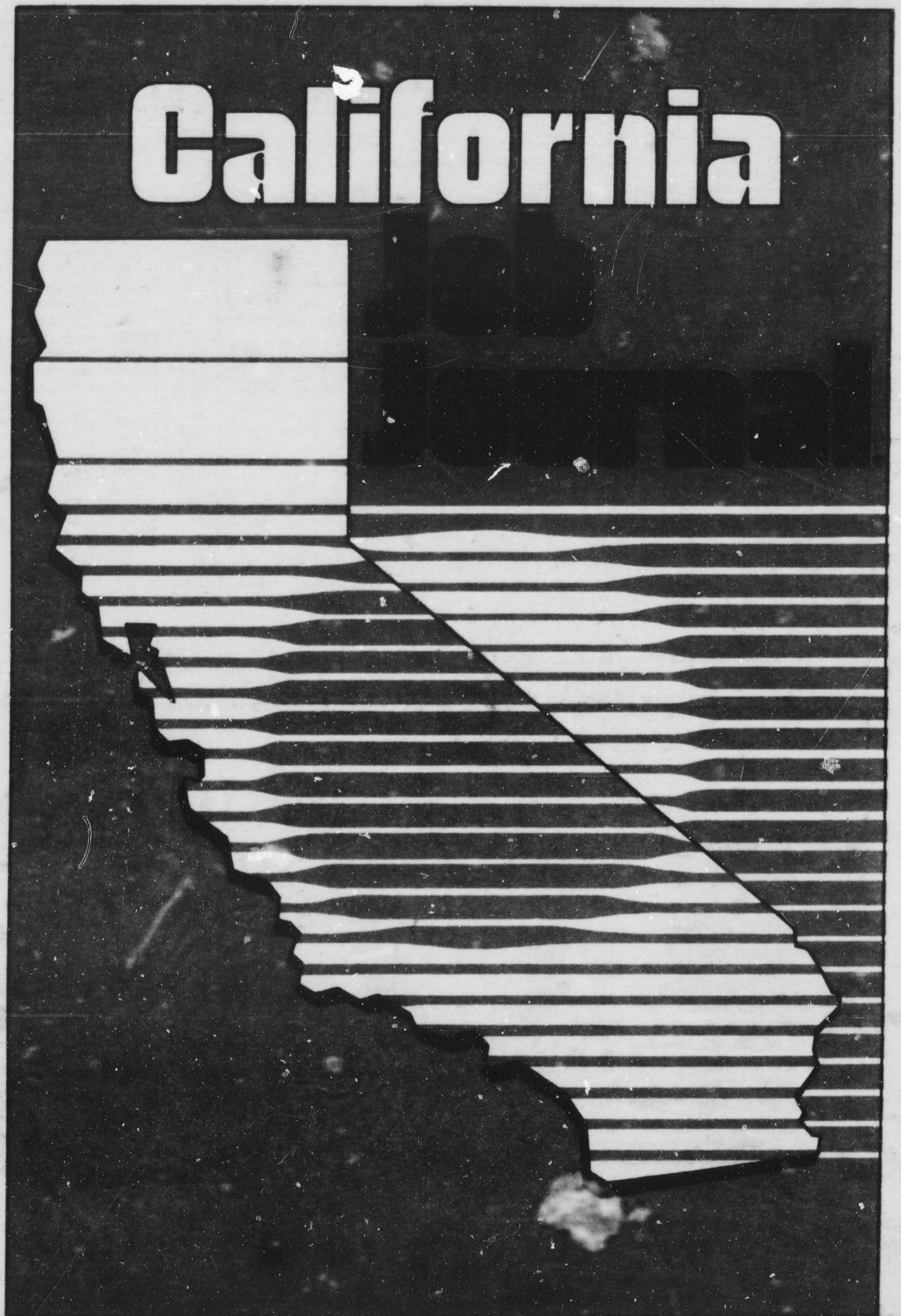


Administration
Engineering
Accounting
Data Processing
Health Care
Education
Real Estate
General Office
Finance
Technical
Legal
Management
Insurance
Electronics
Construction
Science/Research
Secretarial
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Restaurant
Professional

California



In This Issue:

Managing Your Boss

7 ways to build a better working relationship

Second to One

Strategies for becoming an employer's 1st choice.

Beyond the '80s

Trends that will change the way you work

E M P L O Y M E N T

OPPORTUNITIES IN THE GOLDEN STATE



READER'S GUIDE

1. Title of position
2. Number of openings available
3. Employer
4. Location and/or mailing address *
5. Telephone number
6. Contact person's name/title
7. Salary and benefits
8. Application procedure
9. Job duties/description, type of business, and hours/days
10. Experience/skills and education required
11. Company job number - refer to this number when applying

1. **PROGRAMMER ANALYST (3)**
2. Satellite Data Systems
3. Space Communications Division
4. 2785 Morrison Drive, Suite 100
5. *Oak Valley, CA 95765-4321
6. 415/555-8800 x227
7. C. Terry Lydeck / Operations Manager
8. \$2850-3400/month DOE, plus medical/dental, life ins and pension plan after 1 yr. Send resume and 3 refs. Analyze & design program requirements; develop application/program specs; code, test, document, and implement software; and participate on development team for a leader in interstellar telecommunications systems. Hrs 7-3:30 Mon-Fri. Position also available in RIDGEMONT. Req MS or equiv in Computer Science, 3 yrs exp with high-level language design/coding and graphics communications, and 1 yr exp with HP 5000. Knowledge of astrophysics preferred. (#4417)
- 9.
- 10.
- 11.

* If an asterisk appears before the city it indicates that the job location is different or available in more than one city. See body of ad for further information.

HOW TO APPLY: If you want to apply for an opening or obtain additional information, contact the employer directly as specified in the job listing. Send correspondence to the contact's attention or ask for that person if telephoning. If no telephone number is listed, the employer does not want phone calls!

JOB CATEGORIES: The decision on where to categorize an opening is made with more emphasis given to the experience/skills/education required than the job duties or position title. We try to be consistent, but some openings are very difficult to assign to a category. New readers should check several classifications to determine where specific types of employment will be found.

Abbreviation Key

AA	affirmative action	ins	insurance
admin	administration	jr	junior
app	application	JTPA	Job Training Partnership Act
approx	approximately	LA	Los Angeles
appt	appointment	lic	license
asap	as soon as possible	M	minorities encouraged to apply
asst	assistant	mfg	manufacturing
avail	available	mgmt	management
avg	average	mngt	manager
a/p	accounts payable	min	minimum
a/r	accounts receivable	ofc	office
bfts	benefits	ops	operations
C	contact	PERS	Public Employee Retirement System
CDL	California driver's license	pref	preferred
cert	certificate	PT	part-time
comp	compensation	QC	quality control
CRT	computer terminal	RE	real estate
dept	department	ref	reference
dir	director	rep	representative
div	division	req	requires, requirements
DOE	depending on experience	RTJJ	Refer to Job Journal (tell employer where you saw ad)
DOQ	depending on qualifications	SF	San Francisco
DP	data processing	shth	shorthand
EEO	Equal Employment Opportunity	sr	senior
enr	engineer(ing)	sub	substitute
EOE	Equal Opportunity Employer	supv	supervisor
equiv	equivalent	svc	service
ESL	English as a second language	tech	technician, technology
exp	experience	temp	temporary
F	females encouraged to apply	univ	university
FT	full-time	V	veterans encouraged to apply
GED	Graduation Equivalency Diploma	W	women encouraged to apply
gen	general	wk	week
govt	government	WP	word processing
grad	graduate	wpm	words per minute
H	handicapped persons encouraged to apply	x	extension
HS	high school		

Time is money. Our Journal can save you both.

At THE JOB JOURNAL, we know that one way to give you more for your money is to save you time. That's why we'll work with you to create a comprehensive & informative ad that will start screening candidates before they ever walk through your door. You'll get fewer applications, but more qualified applicants, and make a better hire in less time.

Another reason your recruiting budget goes farther in THE JOB JOURNAL is because you don't pay for your ad by the word or the line. And when your ad appears in CJJ, it's carried by ten other Northern California newspapers. You get multi-market coverage without multiple advertising expenses.

Spend a few minutes with one of our Ad Reps and start saving time and money on your next hire.

**California
Job
Journal.**

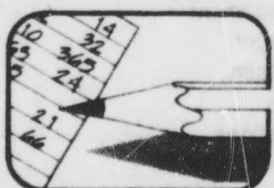
**Sacramento Office
(916) 925-0800**

**Toll-free (in CA)
(800) 782-HIRE**

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**Electronics/
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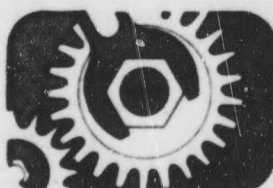
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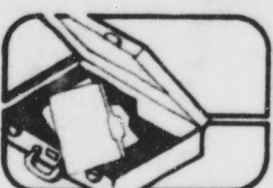
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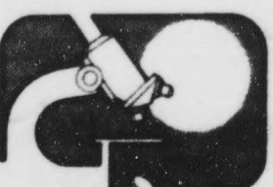
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Beyond The '80s

Flexibility is the operative word when experts describe the next decade's labor market. Workers are expected to change jobs more frequently, more women and minorities will move into the workforce, and worker shortages will force some industries to search for new ways to meet critical challenges.

Employment Lines 7

Second to One

So close but so far away . . . That's a cheerless chorus familiar to any employment seeker who's discovered he was only a warm-up act for the star who got the job. Some career experts say that the candidates who consistently come in second may be sending subtle "mixed messages" that keep them from landing the job. 9

Managing Your Boss

Improving a relationship between two people usually takes a cooperative effort from both parties. But that doesn't always have to be the case, particularly at the office. Take the initiative to maximize your relationship with your boss, and you'll both reap the rewards. 11

ABOUT THE JOB JOURNAL®

The California Job Journal (CJJ) was established in 1982 as an innovative new alternative to traditional job search methods. It is designed to be a window on today's expanding job market for those who wish to make knowledgeable career decisions. CJJ is the most informative and comprehensive resource for anyone seeking up-to-date information about available jobs in California.

Which companies are hiring? What positions are available? How much do they pay? Do I qualify? CJJ will provide the answers to these questions, but we realize you need more than just facts on available openings. Employment is essential to your physical and mental well-being, and the job seeking experience is often accompanied by financial and emotional strains that also need attention. The Job Journal offers career guidance with columns, tips and articles addressing the complex problems and alternatives facing you in your search for satisfactory employment.

For the individual seeking suitable openings without professional assistance, the time and expense to locate and research positions can be considerable. Our goal is to eliminate the frustrations and disappointments that accompany needless interviews and unnecessary trips for jobs you don't want (or aren't qualified for) by providing enough information to enable you to screen yourself. Your time and effort can now be spent getting job offers rather than gathering job information.

We welcome your comments or suggestions on how this publication might better serve you. Please write to: *California Job Journal*, 2535 Capitol Oaks Drive, Suite 100, Sacramento, CA 95833.

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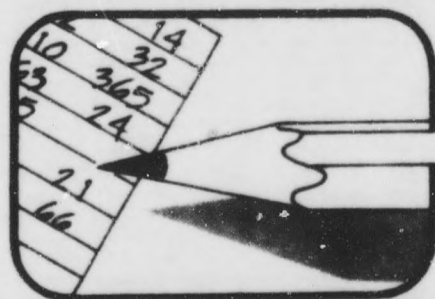
For information & rate card,
contact the advertising sales office:

Sacramento (916) 925-0800
Toll-free (CA) (800) 782-HIRE

Advertising deadline for next issue:
4pm Thursday, 9/15/88

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2535 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
(916) 925-0800



Accounting/ Finance



ACCOUNT CLERK II

City of Galt
380 Civic Drive / P.O. Box 97
Galt, CA 95632
209/745-2961
C: Administrative Assistant
\$1271-1622/mo + City-paid PERS & xint bfts. Call for info & City app; submit app & resume by 5pm 9/12. Prepare & maintain a/p & business license records systems, research vouchers for payment with appropriate categories, submit vendors to have warrants issued, review processed material for accuracy, distribute approved warrants, and perform other duties. 40 hrs/wk, Mon-Fri. Req HS grad/eqv; 9 professional accounting semester units (may substitute exp); min 3 yrs financial bookkeeping exp; min 2 yrs acct clerk I exp; and knowledge of complex bookkeeping and calculator, cash register & computer ops (w/financial apps).

ACCOUNTING SUPERVISOR

OraAmerica
P.O. Box 7340
Burbank, CA 91510
818/848-5555 x327
C: Lily / Director of Human Resources
\$25,000-35,000/yr DOE/DOQ, plus 2 wks vacation after 1 yr, 10 holidays, 6 days sick leave, medical & dental ins, 401K plan, and discount on merchandise. No calls please. Send resume & salary history/requirements; RTJJ. HarJie processing of returns worth \$20 million per yr, control merchandise flow, and supervise 20 people. Hrs 8-5 Mon-Fri with flexible overtime. Manufacturer of 14K gold, in business in LA for 10 yrs, employs 280. Req HS diploma and good leadership & motivational abilities. Degree in accounting preferred. 2-3 yrs supervisory exp a plus. Must have right to work. EOE M/F/H/V

"The best of all leaders is but a shadowy presence to his followers... When the task is accomplished and his work done, the people all say, it happened to us naturally."
- Tao Te Ching (D.C. Lau Translation)

ACCOUNTS RECEIVABLE CLERK

P.S.I.
700N Motz Street
Paramount, CA 90723
213/636-1243
C: Jo Melloon / Personnel Manager
\$18,300-20,000/yr plus 1wk vacation, 9 holidays, and 5 sick leave days after 1 yr, and medical ins after 3 mos. Apply in person; RTJJ. Handle bookkeeping jobs, phones, & customer invoicing; file preliminary loan notices; obtain credit info; collect receivables; and type. Hrs 8-5 Mon-Fri. Tenant improvement construction firm, in business 23 yrs, has 20 employees and 3 branches that handle office bldg jobs. Req office exp that includes accounting and invoice filing. Must be professional, assertive, and have a good phone voice. Construction industry exp and 50-60 wpm typing desired. EOE M/F/H/V

AUDITOR / APPRAISER (I & II)

Sacramento County Employment Office
710 J Street
Sacramento, CA 95814
916/440-5593
C: Personnel
\$1863-2180 (level I), \$2156-2620 (level II), + full benefit package. File county application by 9/23. Perform a variety of duties related to investigating, auditing & appraising personal property for tax assessment purposes. Full-time position. Mon-Fri. Level I requires bachelor's degree with specialization in accounting; level II req bachelor's degree and 1 yr professional exp in accounting, personal property appraisals, or auditing for personal property tax assessment, and additional special requirements. Both positions req knowledge of professional auditing and accounting principles & techniques. AA/EOE

BOOKKEEPING CLERK (part-time)

Goodwin-Cole Tent & Awning Company
8120 Belvedere Avenue
Sacramento, CA 95826
916/381-8888
C: Wes / Office Manager
Wage negotiable. Call between 9-11am Mon-Fri for appt; RTJJ. Perform data entry & general office duties including filing, typing, payroll, accounts receivable, accounts payable, bank deposits, and other miscellaneous bookkeeping functions. Opportunity for advancement. PT; 4-5 hrs/day, 5 days/wk. Northern CA tent & awning manufacturer has been in business over 50 yrs. Requires HS diploma and data entry experience. Must be dependable and make a long-term commitment to company. Clerical/bookkeeping exp or formal training preferred. EOE

Tasteful humor can often help create a rapport with employers and co-workers. People feel more at ease around someone with a good sense of humor.

BOOKKEEPER (part-time)

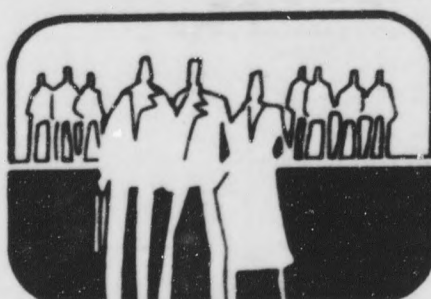
Shanley's Bar & Grill
5100 Folsom Boulevard
Sacramento, CA 95819
C: Bill or Sharon
Salary negotiable, plus free meals. Apply in person between 2-4 Tue-Fri. Seeking responsible individual to count cash, record daily sales, operate 10-key, answer phones, and perform related miscellaneous bookkeeping duties. PT, Mon-Fri mornings. Clerical experience preferred. No experience necessary, will train. Must have right to work. EOE

DEPUTY DIRECTOR OF FINANCE ADMIN

City of Beverly Hills
450 North Crescent Drive
Beverly Hills, CA 90210
213/285-1086
C: Human Services Office
\$60,000/yr + city-paid PERS, medical/dental insurance, car allowance, and \$1500/yr flexible bft program. File city application; RTJJ. Under supervision of the director of finance administration, plan, direct & supervise the activities of the finance admin dept. Requires degree from an accredited college/univ in accounting, business admin, public admin, or related field; and 5 yrs responsible acting exp (including 3 yrs in a mgmt position). MA in a related field and/or CPA certificate highly desirable. EOE M/F

SECRETARY / BOOKKEEPER

Crippen Excavation
495 North Marks Avenue
Fruen, CA 93708
209/237-7200
C: Rene / Office Manager
\$225/wk + 1 wk vacation, 7 holidays, and medical ins after 90 days. Send resume and refs; RTJJ. Keep records of AP/AR, handle payroll, enter invoices in ledger, type bills & contracts, compose business letters, answer multi-line phones, and file. Hrs 7:30-4:30 5 days/wk. Small 10-employee firm has been doing demolition & truck weighing for 16 yrs. Must be HS grad with 1yr exp in a similar office keeping journals, documents, and doing bookkeeping & payroll. Must be an organized, professional non-smoker and type 50wpm. Knowledge of demolition service lingo preferred. US citizenship req. AA/EOE



Administration/ Management

ADMINISTRATIVE AIDE II

City of Huntington Beach
2000 Main Street at Yorktown
Huntington Beach, CA 92648
714/536-5492
C: Personnel Division
\$2189-2711/mo + bfts including 7% PERS, group ins, vacation, and holidays. File city app by 9/26; RTJJ. Conduct various studies involving departmental programs, systems, operations or activities; research, analyze & prepare recommendations on assigned projects; collect, organize & interpret data; and analyze & consolidate data from various sources. Req BA degree in public/business admin, behavioral or social science or related field, and 1 yr exp in a public agency. An MA degree in public admin or related field and an internship in a public agency may be substituted for 1 yr exp. EOE

ADMINISTRATIVE INTERN (part-time)

City of Temple City
P.O. Box 668
Temple City, CA 91780
818/285-2171
C: Personnel Department
\$5/hr. Send city app and detailed resume of training & experience; filling open. Perform a variety of admin tasks such as preparation of studies & investigations, collection & analysis of data, and preparation of admin reports in the office of the city manager. Program is intended to complement the student's educational exp and provide a broad understanding of local govt admin & operations in their final school year. Must have understanding of principles of public admin and be a participant in a college program in public admin, political science, or related field. CDL required. EOE

An interview is a showcase for merchandizing your talents.

AFFIRMATIVE ACTION ADMINISTRATOR

City of Pasadena
100 North Garfield Avenue
Pasadena, CA 91108
818/406-4366
C: Personnel Department
\$40,000-50,000/yr + 7% city-paid PERS and up to 12%/yr Mgmt Merit Pay based on performance. Call or write for application & announcement; file by 10/10/88. Pasadena (pop 130,000) is seeking an experienced professional to manage the City's AA in Employment & Contracting Program and ensure City compliance w/ all relevant laws/ordinances. Full-time. Req 5 yrs increasingly responsible exp in the mgmt of an AA, Personnel, Public Admin, or Human Resources Mgmt Program including 2 yrs contract compliance & AA employment program mgmt exp; and excellent interpersonal & communication skills. Bachelor's pref. AA/EOE

ASST SUPERINTENDENT - BUSINESS SVCS

Alameda County Office of Education
313 West Winton Avenue, Room 336
Hayward, CA 94544-1198
415/887-0152 x304
C: Personnel
\$66,334-70,479/yr DOE/DOQ, plus \$2917/yr minimum fringe allotment, dental & life insurance, and PERS. Call for application information; file by 9/23. Plan, develop, and direct activities & operations of the business services division and serve as liaison with districts, state agencies, and staff. Full-time Mon-Fri. Requires a bachelor's degree in accounting (or related field) or equivalent combination of education & experience; AND 5 yrs management experience, preferably in a school setting or similar operation. Master's degree highly desirable.

BUSINESS MANAGER

Navy Officer Program
1500 Broadway
Oakland, CA 94612-2086
415/452-2800
C: Lt. Kim Wonnarsten / USN
\$22,000/yr to start; \$35,000/yr after 4 yrs; bft package included. Relocation expense paid. Call collect (from 9-3 Mon-Fri) for appt. After 10-mo training program, we offer college grade mgmt opportunities in the following fields: inventory, finance, petroleum, merchandising mgmt, logistics, purchasing, or operations research. Enjoy a challenging career in the Navy mgmt program with an opportunity for worldwide travel. Full-time; hrs unique to assignment. No exp required. To qualify you must be a US citizen, under 28 yrs of age, and be able to pass an aptitude test & physical exam.

DEPUTY DIRECTOR, PLAN REVIEW SERVICES

City of San Diego
Building Inspection Department
202 C Street / Mail Station 98
San Diego, CA 92101
619/236-5753
C: Marsha Aleai
\$4500-5000/mo DOQ. File city app; RTJJ. Middle management position responsible for structural & non-structural plan review and supervision of 30 engineers. Must have a thorough knowledge of the Uniform Building Code, a minimum of 3 yrs supervisory management experience, registration as a civil engineer in CA, a strong commitment to giving good service to the public, and a minimum 5 yrs exp in a building inspection or similar agency. CA Structural License is desirable.

Once you have set a goal, expect to attain it. The greater your belief, the more rapid your progress will be.

EXECUTIVE DIRECTOR

Council for the Spanish Speaking
511 East Magnolia Street
Stockton, CA 95202
209/464-2562
C: Corina Olivas / Executive Secretary
\$27,000/yr negotiable DOE; plus medical & life insurance, vacations, holidays & sick leave. File resume by 8/31; RTJJ. Supervise 45-50 staff, coordinate & implement programs (i.e. child development, child abuse prevention, legal services for the elderly), and oversee fiscal/budgetary operations. Hrs 8-5 Mon-Fri. Nonprofit organization req BA in business admin, 5 yrs exp managing social services program, good communication skills, and commitment to CFTSS goals/philosophy. Bilingual (English/Spanish) ability a plus. Req CDL, DMV printout, insured transportation, and right to work. EOE M/F/H/V



PROGRAM SUPERVISOR

City of West Sacramento
2101 Stone Boulevard / P.O. Box 966
West Sacramento, CA 95691
916/373-5800
C: Personnel
\$24,564-29,988/yr plus benefits. Apply in person or send self-addressed stamped envelope indicating position. File by 9/23 (postmarks NOT accepted). Perform administrative & management duties related to policy development, personnel administration, budget monitoring, data collection, and analysis. Position reports to department head. Vacancies in Police Department and Community Services Administration. 40 hrs/wk Mon-Fri. Requires 60 semester units and 2 yrs related experience. An additional 2 yrs exp may be substituted for education. AA/EOE

MANAGEMENT TRAINEE

E.R. Carpenter Co. Inc.
P.O. Box 279
Lathrop, CA 95330
209/982-4500
C: Jack Dixon
\$17,000/yr to start plus 2 wks vacation/yr, holidays, sick leave, and medical/dental ins after 30 days. Call for appt or send resume, references & salary history/reqs. Will be trained in supervision and all aspects of polyurethane production processes. Position will lead to the supervision of approx 25 employees and of plant production processes. FT; hrs & days to be determined at time of employment. Headquartered in Virginia, rapidly growing polyurethane foaming plant near Sacramento is one of 9 in the US. Req BA/BS degree. No exp necessary; will train. EOE



Construction/ Building Trades

BUILDING INSPECTOR

City of Hawthorne
4455 West 126th Street
Hawthorne, CA 90250
213/970-7936
C: Personnel
\$2214-3020/yr. File city application by 10/4; RTJJ. Inspect buildings & structures in all stages of construction, alteration & repair and determine their compliance with zoning ordinances and building, plumbing, electrical, and fire prevention codes. Req HS grad or equiv and at least 5 yrs recent exp as a journeyman plumber, electrician, carpenter or as an inspector specializing in any of the above areas; OR 3 yrs exp as a carpenter, electrician or plumber and an AA degree or certificate of competence in construction technology; OR any equivalent combination of education/exp. EOE H

BUILDING INSPECTOR

City of Yorba Linda
City Hall
4845 Casa Loma Avenue
Yorba Linda, CA 92686
714/981-7110
C: Personnel
\$2455-2984/mo. File city app; RTJJ. Inspect various phases of building construction to ascertain compliance with applicable city bldg codes; maintain complete & detailed records of all field inspections, recording actions on the job site and in department records; and explain bldg regulations & procedures to architects, engineers, owners & contractors. Training and/or education relating to the qualifications for the position such as ICBO and combination Inspector certification, bldg inspection courses, etc., will be considered in selecting most qualified applicant, but may not sub for required exp.

Sales Manager

If you'd like to be part of the largest and fastest-growing independent recruitment advertising publication in the country, we'd like to talk with you.

- Management position responsible for telemarketing and outside sales functions, recruitment, training, and sales forecasts & budgets.
- Must enjoy vibrant, high-energy environment and be willing to be a member of a dedicated team in a rapidly expanding, dynamic firm.
- Requires sales management experience and strong people skills. Community involvement will be expected.
- Background in the employment/personnel industry or in classified/recruitment advertising sales is a must.
- We offer excellent working conditions, complete benefits, and a salary/bonus package (with stock options) commensurate with your experience.

Apply in writing with complete work and salary history to:

California
Job
Journal

Kari Martin/Personnel
2535 Capitol Oaks Drive, Suite 100, Sacramento, CA 95833

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UNIQUE JOBS

- | | |
|-------------------|----------------|
| ■ Secretarial | \$1200-2000/mo |
| ■ Administrative | \$1500-2200/mo |
| ■ Bookkeeping | \$1100-2000/mo |
| ■ Accounting | \$1500-2500/mo |
| ■ Word Processing | \$1500-2000/mo |

We also have immediate openings for entry-level positions.

No-Fee & Partial-Fee Opportunities.

1111 Howe Ave, Suite 555, Sacramento, CA 95825
(916) 920-6671



CITY OF EMERYVILLE

BUILDING INSPECTOR

City of Emeryville
2200 Powell Street, 12th Floor
Emeryville, CA 94608
415/654-6161
C: Personnel

\$2500-3036/mo plus benefits including 7% PERS. File city application & resume by 9/23. Assist Chief Building Inspector; interpret & enforce Uniform Building Code; review Building Plans; and inspect framing, foundations, electrical, mechanical & plumbing installations. Full-time, Mon-Fri. AA Degree in Building Construction Inspection required. 3 yrs experience as a building inspector and possession of an Inspectors Certificate as a combination from ICBO highly desirable.

BUILDING INSPECTOR

City of Glendora
Glendora City Hall
116 East Foothill Boulevard
Glendora, CA 91740
818/914-8200
C: Personnel Office

\$2244-2727/mo + vacation, sick leave, holidays, health ins. and 6% PER3. File city app by 9/16; RTJJ. Inspect new construction for proper permits and conformity with building codes, specifications & approved plans; assist public in preparing plans & permit apps; explain & interpret bldg code provisions; keep records of investigations & inspections; and prepare reports. Reg any combination equiv to graduation from HS or applicable vocational school, 3 yrs journey exp in the bldg trades, and an ICBO combination inspector certificate (or obtain within 1 yr). AA/EOE M/F

CABINET LAYOUT PERSON

Barbosa Cabinets
4130 Commercial Drive
Tracy, CA 95376
209/836-2501
C: Ed Barbosa / Owner

\$10-14/hr DOE, plus paid holidays & 1 wk vacation after 1 yr. Apply in person, send resume, or call for appointment. Determine cabinet specifications from blueprints & job-site dimensions, and enter them on a mouse-equipped CAD system. Full-time, 7:30-4 Mon-Fri. Shop supplies custom-made kitchen & bathroom cabinets to subdivision contractors. 9-yr-old business has a staff of 20. Prefer 5 yrs experience in cabinet layout & construction. Some computer experience helpful.

CABINET MAKERS

La Bruna Industries, Inc.
2009 South Parco Avenue
Ontario, CA 91761
714/947-0042
C: Dawn / Assistant to Purchasing

\$4.25/hr DOE/DOQ, plus 1 wk vacation after 1 yr, 8 paid holidays, and medical, dental, life & vision insurance after 90 days. Call Paul for appointment; RTJJ. Read blueprints and operate saw & power tools. Flexible hrs, 7:30-4 Mon-Fri with possible overtime. Growing firm (40 employees) specializes in custom cabinetry for residences, major hotels, and stores. Requires experience in cabinetry and own tools. Must be a quality-minded, English-speaking, detail-conscious individual with good manual dexterity. Journey-level experience a plus. Must have right to work. EOE

CABLE TELEVISION INSTALLER

Hacom Corporation
7846 Fair Oaks Boulevard
Carmichael, CA 95608
800/533-7518
C: Mary Benson / Operations Assistant

\$300-600/wk realistic potential (on piecework basis), + moving expenses (if you qualify) and medical ins after 15 days. Continuous filing. Call for appt. Perform cable TV installations in the Sacramento area as a subcontractor. Keep daily records and use own truck & tools. 40 hrs/wk Mon-Fri plus some Saturdays & OT. 14-yr-old firm is a leading nationwide cable TV contractor. Must be personable, professional, self-motivated HS grad with exp. CDL, insured truck, tools, and very clean appearance. DMV printout preferred. Electrical background a plus. US citizenship req. AA/EOE

ASSISTANT TO THE CITY MANAGER

Woodland, CA (Pop 36,941)
Salary: \$2900 - \$3630 per mo DOE, plus excellent benefit package.

Performs a variety of research and analysis on general City management topics and administers City's Personnel Office. Bachelor's Degree in Public Administration or related field and two (2) years administrative, personnel, budgetary or related management experience in a general purpose local government organization required. Apply with City application to Personnel Office, 300 First Street, Woodland, CA 95696 by 4:00 pm, Friday, September 23, 1988.

CITY OF WOODLAND

CARPENTER / FRAMER

H & M Construction
Belmont, CA 94002
415/595-3757
C: Office

Excellent wages. Call in the evenings for appt or send resume. Build houses in & around the Pacific area for our small, stable construction company. Full-time, hrs mostly 8-5. Must know all phases of carpentry & framing and be able to work independently. Own tools preferred. Transportation & CDL required.

CARPET LAYERS

Weeder Construction
8188 Belvedere Avenue, Suite E
Sacramento, CA 95826
916/456-4351
C: Keith Rieniets / General Manager

\$8-14/hr DOE/DOQ. Send resume or apply in person; RTJJ. Lay & repair carpets, vinyl, asphalt, ceramic tiles, and various other floor coverings. Full-time plus occasional overtime; schedule depends on work load. Job could lead to management position in new LA offices, scheduled to open soon. Must be a self-starter with 3-5 yrs experience in a related field, and have ability to work independently and complete projects without supervision.

COUNTER TECHNICIAN

City of Oxnard
325 South 'A' Street
Oxnard, CA 93030
805/984-4655
C: Personnel / Employee Relations

\$2361-3461/mo plus 7% PERS, medical/dental ins, vacation, holidays, and sick leave. File city app by 9/21; RTJJ. Receive and process various developmental & user permits, building permit applications, and plans & specifications; review parcel maps, site plans, and architectural & structural drawings submitted with permit applications; calculate & collect fees; and issue permits. Reg completion of 12th grade or equiv, and 2 yrs exp in bldg trades, land use planning, or related field including responsible exp in a bldg department that working with contractors, developers, and the public. AA/EOE

ELECTRICIAN / HVAC TECH / PLUMBER

Weeder Construction
8188 Belvedere Avenue, Suite E
Sacramento, CA 95826
916/456-4351
C: Keith Rieniets / General Manager

\$8-15/hr DOE/DOQ. Send resume or apply in person; RTJJ. Repair & schedule maintenance on commercial air conditioning systems and perform plumbing & electrical maintenance work. Full-time with some overtime; schedule varies according to work load. Job could lead to management position in new LA offices, scheduled to open soon. Must be a self-starter and willing to grow with our company. Reg 3-5 yrs experience in a related field and ability to work independently and complete projects without supervision.

ELECTRICIAN TECHNICIAN

Thao-Tello-Buch
13937 Rosacrans Avenue
Santa Fe Springs, CA 90670
213/921-1138
C: Tina Morales / Secretary

\$15+/hr DOE/DOQ, plus vacation, holidays, medical/dental, life & vision ins, and pension after 90 days. Apply in person; RTJJ. Maintain & repair overhead bridge cranes at various job sites. 40 hrs/wk + overtime. Crane and hoist repair & sales company, in business 17 yrs, serves all of Southern CA. Requires HS diploma, bridge & crane repair experience, good verbal skills, ability to work well with others, CDL, and DMV printout. College education a plus. US citizenship req. AA/EOE

FIBER CARPENTER / FOREMAN

Oki World Corporation
23 Kings Street
Chowchilla, CA 93610
209/885-1337
C: Russell Haupt / Construction Mgr

\$15-20/hr DOE/DOQ, + medical ins after 3 mos and 1 wk paid vacation after 1 yr. Call for info and send resume; RTJJ. Use conventional tools to rough & finish woodwork; scrutinize material selection & joinery; and oversee 1-6 carpenters, with responsibility for budgeting & scheduling. Challenging position with well-established, progressive, meticulous residential/commercial custom remodeler. 40-50 hrs/wk between 6am-6pm Mon-Fri. Must have min 5 yrs carpentry exp; own tools & truck; and ability to communicate with, manage & direct others. Should be reliable, honest, professional, and hardworking.

FIRE SPRINKLER INSTALLER / FOREMAN

Monterey Fire Sprinkler
320 San Bonencio Road
Salinas, CA 93906
408/648-1008
C: Lee / Owner

\$6-13/hr DOE. Call for appointment; RTJJ. Read installation plans; install & repair fire sprinklers; supervise crews; and coordinate work flow for well-established, growing residential/commercial fire sprinkler company. Hrs 7:30-4 Mon-Sat. Requires 5 yrs experience in field, thorough knowledge of fire code, and good physical condition.

HEAVY EQUIPMENT FOREMAN

Environmental Geotechnical Services
6707 Cherry Avenue
Long Beach, CA 90805
213/428-0288
C: Harold Durbin / VP of Engineering

\$32,000-66,000/yr + xnt bfts. Call for appt or send resume; RTJJ. Supervise 3-8 people, operate backhoe, dumptruck, drilling rig, or excavator; remove & install underground storage tanks; and help with soil remediation. Hrs 8:45-5 Mon-Fri (Sats optional). Firm has new state-mandated HAZ contractor's license for remediation/removal of hazardous waste, and liability/errors & omission insurance for employees. Req ability to write job descriptions, general supervisory experience, DMV printout, and transportation. If you are a stickler for details and documentation, we want you! EOE M/F/H/V

HOUSE INSPECTOR

Pacific Home Inspection Service, Inc.
210 South Irwindale Avenue
Azusa, CA 91702
916/334-4303
C: Mr. Davis / V.P. of Inspections

\$2000-3000/mo DOE. Call for appt, 9-5 Mon-Fri or send resume with salary history/reqs; RTJJ. Inspect & photodocument homes from top to bottom. Inspections are primarily of private structures but some public building inspections are done. Hrs 9-5 Mon-Sat. Small, 20-employee company plans expansion to 50 employees over the next year. Req 1 yr inspection experience in all phases of SFR (single-family) & commercial (condos & commercial) construction. Must be familiar with Uniform Building Codes & older construction. City inspection & PR exp helpful. Req good communication skills. EOE

INSTALLER / CREW CHIEF

John Ruth Corporation
2175 Stone Avenue, Suite 9
San Jose, CA 95125
408/295-7700
C: Diana Callahan / Vice President

\$10-15/hr DOE/DOQ, plus 1 wk vacation, 7 paid holidays, and medical & dental ins after 90 days. Call for more info (8-5 Mon-Fri), apply in person, or file employer application; RTJJ. Overseas, service & install modular office partitions. Req frequent travel in company car. 40+ hrs/wk, Mon-Fri (frequent overtime). Sole proprietorship specializes in design specification and installation services. Req 1 yr exp as a crew chief. Req CDL & DMV printout. Must be a team player, comfortable with the supervisory task. Blueprint reading exp a plus. Right to work required. AA/EOE M/F/H/V

JOURNEY-LEVEL ELECTRICIAN

Energy Experts
1008-B Clegg Center Court
Petaluma, CA 94952
707/779-7890
C: Mr. Calvin / Personnel

\$10-15/hr negotiable, plus vacation, holidays, sick leave, and medical, dental, life & vision ins. Call for appt or more info; RTJJ. Perform electrical wiring & conduit bending on-site, and install HVAC controls. Extensive overnight travel required (all travel paid). 40 hrs/wk + extensive OT. Electrical contractor has been in business 8 yrs. Req CDL, DMV printout, transportation, and tools. Must be a reliable, honest, detail-oriented, non-smoker who maintains high standards. HVAC control exp a plus. Conduit bending & power wiring ability desired. Must be a US citizen. AA/EOE

JOURNEY-LEVEL PLUMBER / LEAD PERSON

Harris Plumbing Company
125 Circuit Drive
Roseville, CA 95678
916/786-6884
C: Steve Harris

\$10-13/hr DOE, plus medical insurance after 90 days. Call for appt; RTJJ. Expanding, 6-yr-old major new tract housing plumbing contractor looking for dingbat or new-housing plumbers who seek growth with company. Install plumbing in new greater Sacramento, Roseville, Placerville & Galt area houses. Transportation between office & job site provided. Full-time, 6-4:30 Mon-Thurs & 8-noon Fri plus overtime (depending on project). Requires 3 yrs experience (5 yrs preferred) and own tools (some provided). Must definitely be a go-getter. City & county plumbing licenses preferred, but not required.

JOURNEYMAN ROOFER

All Seasons Roofing Company
125 Queens Lane
Petaluma, CA 94952
707/762-0836
C: Liz

Salary based on piece work, plus employee paid medical & dental insurance after 6 mos. Call for appt; RTJJ. Install composition & wood shingles in mostly residential structures and perform clean-up duties (optional). Travel to different job sites within 50 miles. Full-time seasonal position, 7am until job is completed, Mon-Fri (weekends optional). 3.5-yr-old roofing firm (staff of 15-20) is owned by husband/wife team with over 35 yrs roofing exp. Req journeyman standards, car, and tools. Must be dependable, prompt, hardworking, and take pride in your work. CDL preferred. EOE M/F/V

LANDSCAPE MAINTENANCE FOREMAN

Carron Landscape Industries
5200 Florin-Perkins Road
Sacramento, CA 95826
916/388-1435
C: Personnel Manager

\$6-8/hr DOE, + credit union upon hire, 5 days/yr earned vacation/sick leave combination, life & medical/dental ins after 6 mos, maternity ins, and profit sharing after 1 yr. Apply in person between 8-5 Mon-Fri (no calls); RTJJ. Supervise a landscaping services crew which does mowing, edging, pruning, irrigating & fertilizing. Svc route vehicle furnished. FT, 7-3:30 (8-4:30 beginning approx 10/15). Stable, 14-yr-old landscaping company serves greater Sacramento and has a growing future. Req good leadership skills, CDL, reliable transportation, and DMV printout. Commercial exp preferred. EOE M/F

BIO-RAD

MAINTENANCE CRAFTSMAN

Bio-Rad Laboratories
1000 Alfred Nobel Drive
Hercules, CA 94547
C: Human Resources, Department #225

Salary negotiable DOE/DOQ, plus excellent bfts package including medical, dental & life ins, and profit sharing. Easy commute! Send resume. Continued growth at this leading biotechnology company has created the need for a maintenance craftsman to perform duties of a qualified journeyman in 2 or more trades such as welding, carpentry, steel fabrication, pipe fitting or refrigeration & electrical maintenance. Hrs 8-5 Mon-Fri. Requires working knowledge of machine shop equipment & materials and basic understanding of building systems for heating, ventilation & plumbing. AA/EOE

The power of personal motivation comes from a concise plan of action, and the application of that plan every day of your life.

PAINTER / SANDBLASTER (10)

Techno Coating
1281 Simpson Circle
Anaheim, CA 92806
714/636-1130
C: Don Watson / Project Manager

\$9-14/hr DOE, plus medical/dental insurance and profit sharing after 1 mo. Call for appt; RTJJ. Sandblast and re-coat oil refinery holding tanks using company sandblasting and spray painting equipment. Hrs 8:30-5 Mon-Thurs plus available overtime. Medium-sized sandblasting and repainting company has been operating in the greater LA area for 15 yrs. Req commercial and industrial sandblasting exp. Must be willing to work hard. EOE M/F/V

PLAN REVIEW SPECIALIST (PLAN CHECKER)

City of Oxnard
325 South 'A' Street
Oxnard, CA 93030
805/984-4655
C: Personnel / Employee Relations

\$2361-3461/mo plus 7% PERS, medical/dental ins, vacation, sick leave, and holidays. File city application by 9/29; RTJJ. Make comprehensive reviews of building plans submitted by contractors, architects or homeowners; assist in the enforcement of applicable building, mechanical, electrical, and plumbing codes & ordinances; and provide info concerning City bldg standards to public. Requires education equiv to Bachelor's degree in architecture, engineering, or related field; 4 yrs responsible exp in structural plan check or related field, and ICBO Plans Examiner certification. AA/EOE

Recruitment advertising that gets results.

JOB JOURNAL Classifieds
(916) 925-0800

PLASTICS LAMINATE WORKER (Journey-Ivl)

Moller & Bell
8191 Belvedere, Suite D
Sacramento, CA 95826
916/454-3807
C: Mr. Dennis Grimes / Owner

\$8+/hr DOE, plus vacation, holidays, sick leave, and medical insurance after 90 days. Call for appt or send resume. Fabricate cabinets & reception desks, from construction through applying lamination. Full-time, 6am-2:30pm Mon-Fri. High-end case work manufacturer, in business 10 yrs, specializes in store (primarily), office and home cabinets & furniture. Requires journey-level plastics lamination & cabinet construction experience.

PLUMBERS (5)

L. C. Plumbing
P.O. Box 487
Ripon, CA 95368
209/599-7424
C: Nancy or Jim

\$6+/hr negotiable DOE. Call for appointment or send resume. San Joaquin County plumbing company seeks a go-getter to do commercial & residential plumbing work. Full-time, 7:30-4 Mon-Fri, plus possible overtime depending on project. Requires 2 yrs of commercial or residential plumbing experience, own transportation to & from job site, and ability to work independently. Own tools preferred. EOE M

SENIOR FACILITIES MAINTENANCE TECH

Walsh Construction Company
P.O. Box 1168
Sacramento, CA 95812-1163
C: E.A. McCaffrey

Salary negotiable, plus benefits package. Send resume & salary requirements. Assume total responsibility for facilities & grounds maintenance, including coordinating & scheduling third-party maintenance work. Full-time, 8-5 Mon-Fri. WCC, a division of Guy F Atkinson Co, req a "hands on" person with general working knowledge of plumbing, HVAC, electrical & carpentry; and ability to perform minor repairs in these areas. EEO Employer M/F/H/V

TREE TRIMMER

Crisp Tree Service
3850 Cherry Court
Visalia, CA 93277
209/734-6382
C: Rob

\$8.50-11/hr DOE, plus optional benefits including vacation, holidays, sick leave, and 50% medical insurance contribution. Call for appointment; RTJJ. Trim residential trees and clear utility lines for 30-yr-old tree-trimming business. Hrs 7-3:30, 5 days/wk. Requires 7-8 yrs experience including residential work & utility line clearing. Must have CDL, DMV printout, tools, climbing gear, and references.

AIRLINE FLIGHT ATTENDANT & CUSTOMER SERVICE AGENTS



I.T.A., a leading airline career training center, will be selecting candidates to complete air travel career training in Fresno, California.

CALL FOR INFORMATION ON A SEMINAR IN YOUR AREA
(800) 247-9535

Candidates should be willing to relocate to where the jobs are upon training completion.

International Travel Academy - Fresno, California

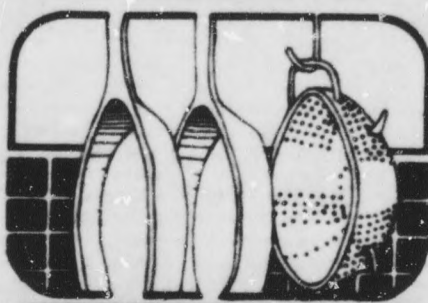
Need office remodeling or expansion for extra employees? Call:

Management Industries

General Construction
Interior Remodeling

Free hauling for salvageable items

(415) 222-8439



Culinary/ Restaurant

COOK

El Pollo Loco
5055 Auburn Boulevard
Sacramento, CA 95814
916/348-0182
C: Manager

\$5/hr. Apply in person. Do some prep work and cook Mexican charbroiled chicken. Full-time flexible day or night shifts; weekend work required. One of 2 restaurants owned by the Sequoia Restaurant Group, which plans to open a third in the fall. Experience helpful, but will train. Must have right to work. EOE

COOKS

Howie's Bar & Grill
1900 Canterbury Road
Sacramento, CA 95815
C: Manager

\$5.50/hr plus vacation days available after 1 yr. Apply in person. Perform a variety of duties including cooking (steaks, ribs & oysters), prepping & clean-up. Full-time; lunch & dinner shifts with flexible hrs & days. 140-seat restaurant is owned by San Diego-based Hotel Investors Inc. Experienced cooks preferred.

COOKS

Bakers Square Restaurant
255 2nd Street
Davis, CA 95616
916/750-4180
C: Manager

Salary DOE, plus medical/dental insurance after 6 months, vacation after 1 yr, and sick leave. Apply in person between 8-11 & 2-5 Mon-Fri. Perform a variety of duties including cooking & prep work. Full-time, day & night shifts available. 80-seat, family-style restaurant is famous for its fresh-baked goods and is part of a nationwide chain. No experience required. Egg-pan experience preferred. Must have right to work. EOE

CREWMEMBER

Burger King
7225 Greenhaven Drive
Sacramento, CA 95831
916/392-6145
C: Manager

\$4.25/hr to start DOE; benefits package available. Apply in person Mon-Fri. Prepare food, cashier, operate drive-thru window, and perform janitorial duties. Full & part-time flexible day shifts to fit your schedule. Our restaurant has great working conditions, a friendly environment, and opportunities for advancement. Must be personable, motivated & energetic. Earn while you learn; on-the-job training provided! EOE

CREWMEMBER (part-time)

Wendy's Hamburgers
3776 Northgate Boulevard
Sacramento, CA 95834
916/920-9402
C: Manager

\$4.25 +/hr negotiable. Call for more information or apply in person. Perform various duties including cooking, cashiering, operating drive-thru window, and light cleaning. PT flexible day shift; hrs based on need. Classic Prime Corporation owns 50 stores including 15 in Sacramento and others in Texas & Tennessee. Cashier experience helpful. Will train. Must have right to work. EOE

Restaurant Managers/ Equity Partners

We're looking for a few successful full-service restaurant managers who want more than just a job.

If you are ready to invest \$50,000 (or more) and time in your future, we need to talk!

Excellent Salary Percentage

Send resume to:
Brooks Company
c/o Lisa Cole / Personnel Director
P.O. Box 13610
Fresno, CA 93776
or call
(209) 485-8830

CREWMEMBER

Burger King
403 Maca Boulevard
Davis, CA 95616
916/750-5249 or 678-8800
C: Manager

\$4.25 +/hr DOE, plus meal discounts and free uniforms. Apply in person between 2-6pm at our Davis, Dixon, or Vacaville locations or call for more information. Perform various duties including cashiering, cooking, operating drive-thru window, and light cleaning. Full or part-time position with flexible day or night hrs. Our fast-food restaurant has a friendly staff that provides quality food & service. Must be dependable, enthusiastic, and enjoy a fast-paced work environment. No experience necessary; will train.

Great trials often precede
great triumphs.

FOOD SERVER / COCKTAIL SERVER (PT)

Charley Brown's
1890 Powell Street
Emeryville, CA 94608
C: Hostess

Minimum hourly wage; benefits available. Apply in person between 2:30-3pm Mon-Thu. Perform a variety of duties including waiting tables, taking orders, and serving food & cocktails. PT flexible day/night hrs. Part of a 25-store chain, restaurant has a fun, friendly atmosphere and a reputation for quality food & service. Must be responsible, team-oriented, and able to work in a high-volume environment. Food or cocktail service experience preferred, but will train.

LINE COOK

Woody's Classic Cookhouses
& Cowabunga Bar
9611 Greenback Lane
Folsom, CA 95630
916/953-3200
C: Manager

\$4.25 +/hr DOE, plus medical & dental insurance for full-time employees. Apply in person. Perform various kitchen duties including prep, pantry & line cooking. Full or part-time, all shifts available. Theme restaurant has a fun, supportive team; great working atmosphere; and serves fantastic food! Must be work well with others. Possible promotion opportunity for a loyal, team-oriented individual.

**CHARLEY
BROWN'S**

RESTAURANT HELP

Charley Brown's
1375 Exposition Boulevard
Sacramento, CA 95815
916/920-1331
C: Manager

\$4.25-5 +/hr DOE, plus meal discounts; medical insurance provided after 6 mos. Apply in person between 3-5 Mon-Thu. Choose from a variety of duties ranging from bussing, dishwashing, cooking, waiting tables, or lounge hosting (bouncer). Full & part-time positions with flexible hours around your schedule. Fun, friendly 250-seat restaurant/bar has a reputation for quality food & service. Must have good work habits & people skills. Exp preferred, but not mandatory.

SEE WHAT WE'VE GOT WAITING FOR YOU AT

Harrah's
Reno Hotel Casino

The glitter and glamour of our 24-hour nightlife; the scenic beauty of the high desert country; the outdoor activities available in the spectacular Sierra Nevada; and the beauty of Lake Tahoe, just an hour away. It's all waiting for you in Reno, packed with value and excitement that's twice as friendly as just about anywhere else, with at least twice as much to do.

Current career opportunities are available in the following areas:

- SLOTS • FOOD SERVICE
- CLEANING • FOOD PREP

Harrah's offers an outstanding compensation and benefits package, including health insurance, 401K retirement with 6% company match, and rewards plus.

If you're interested in a job with a future, apply in person:

Harrah's Human Resource Office
130 North Center Street
Reno, NV 89520

or, call one of our
Employment Representatives
at our toll free number 1-800-
423-1121 ext. 2866.

An Equal Opportunity Employer
M/F, US Citizens and Authorized
Aliens Only.

RESTAURANT HELP

Denny's Restaurant
6401 Mack Road
Sacramento, CA 95823
916/989-2011
C: Manager

Minimum wage and up DOE; full benefit package available including vacation, 7 holidays, and medical, dental & life insurance. Apply in person between 3-5 Tue-Thu. Seeking motivated, enthusiastic people who enjoy a team-oriented atmosphere. Host, provide service assistance, cook, or serve food. Full or part-time flexible positions; all shifts available (food server position is graveyard shift). Fast-paced, family-style restaurant seats 135. Must work weekends. No experience necessary; will train. EOE

RESTAURANT HELP

Babe's Bar & Grill
5060 Madison Avenue
Sacramento, CA 95841
C: Manager

\$4.25/hr. Apply in person between 2-4, seven days/wk. Perform a variety of duties including prepping, cooking, and cashiering. Full & part-time positions; flexible hrs & days available including weekday day shift. Come be a part of our close family. Busy, privately owned restaurant serves ribs, burgers, garlic steak sandwiches, and barbecued chicken. No exp required. Perfect job to work around school or homemaking schedules. Must have right to work. EOE

RESTAURANT HELP

Old Spaghetti Factory
1910 J Street
Sacramento, CA 95814
916/443-2862
C: Manager

\$4.25/hr to start. Apply in person between 1-3pm, 7 days/wk. Perform a variety of duties including hosting, serving food, bussing & dishwashing. Full & part-time positions; day shift available. Old-fashioned restaurant has a fast-paced environment and is a member of a national chain that specializes in spaghetti dishes. Experience preferred but not mandatory; will provide on-the-job training. Must have right to work. EOE

RESTAURANT HELP (part-time)

Denny's Restaurant
1588 East Main Street
Woodland, CA 95695
916/958-4001
C: Tim Inley / Manager

\$4.75 +/hr DOE (cook); \$4.25/hr to start (host & svc asst); \$3.50/hr + tips (waitperson). 8 hrs; 6 holidays, 1 wk vacation after 1 yr, medical, dental & life ins, and profit sharing. Apply in person 3-5 Mon. If you seek a fast-paced, team-oriented environment with great working conditions & xnt bfts, this is for you! Varied duties include seating customers, waiting tables, cooking, or bussing in our 104-seat family-style restaurant. PT days (host) or night/graveyard (waitperson); flexible hrs to be arranged. Must be service-oriented and have good work habits. No exp needed; will train. EOE

Management Opportunities

The Old Spaghetti Factory, a Portland, Oregon-based 25-unit restaurant company, is looking for managers and kitchen managers. Ideal candidates have 2 to 4 years of college, 6 months recent restaurant exp, leadership history, and a willingness to relocate for growth opportunities at company's expense.

Send Resume to:
Director of Management Recruiting
Old Spaghetti Factory, Intl. Inc.
62 Jack London Square
Oakland, CA 94607

Marriott

We are now hiring for fall on the UC Davis campus.

- FOOD SERVERS • UTILITY POSITIONS
- DISHWASHERS • COOKS
- CASHIERS • BAKERS

FT employees receive medical, sick leave, and vacation. Some meals; uniforms provided. 2-8 hrs/day. Flexible shifts, full & part-time positions.

140 Segundo Dining Hall
UC Davis, CA 95616

ROOM SERVICE WAITER/SONS

Sacramento Hilton Hotel
2200 Harvard Street
Sacramento, CA 95815
916/922-4700
C: Personnel

\$3.50/hr plus tips, medical & dental ins, and paid vacation. Apply in person between 9am-12noon Mon-Fri. Union affiliate is seeking dependable individuals to deliver food to hotel rooms and help us live up to our reputation for quality service. Full & part-time positions available with flexible hrs, depending on business. Food server experience preferred.

If you can't decide on a career
direction, consider temporary
work. It can provide you with
good on-the-job training in a
variety of businesses.

WAITER / WAITRESS (part-time)

Old Spaghetti Factory
62 Jack London Square
Oakland, CA 94601
415/893-0222
C: Manager

Minimum wage/hr plus tips, free meals, 1 wk vacation/yr, medical insurance, and profit sharing. Apply in person between 8-11am and 2-4pm Mon-Fri. Wait tables, serving food & cocktails. Lunch and dinner menus are the same for both shifts. 20 flexible hrs/wk, lunch and dinner shifts (will work around school schedule). Old-fashioned spaghetti restaurant is part of a 27-restaurant chain based in Portland, OR. Must be at least 21 yrs old. No experience necessary; will train.



Education

CHILDREN'S CTR PERMIT TEACHERS/SUBS

San Juan Unified School District
Child Development Office
5309 Kenneth Avenue
Carmichael, CA 95608
916/971-7375
C: Judy Randall / Resource Teacher

\$6.75-7.80/hr DOE/DOQ; regular teachers receive medical/dental & vision insurance and retirement. Open until filled. Call for more information & application. Plan & implement a before & after-school program for children in grades K-8. District program operates at 40 sites and serves 3003 children. 2 full-time and 4 on-call positions, 7-9am & noon-6pm Mon-Fri; hrs may vary. Requires AA degree, children's center state permit (or eligibility for application), 24 ECE units, CDL, and transportation. Some exp with preschool & primary school-age children preferred.

Million Dollar Japanese Restaurant

In Fresno area, set to open in November, 1988. An agreeable, stylish, modern, bright facility has openings for:

- ◆ 5 Teppan Yaaki chefs
- ◆ 2 Sushi chefs
- ◆ 1 Yakitori chef + Tempura chef
- ◆ 3 a la carte kitchen chefs
- ◆ 2 assistant chefs

Competitive wages; knowledge of Japanese useful, but not required. We are seeking people who enjoy working with the public in a team-oriented environment. Experience preferred; however, ambitious individuals who are willing to learn may also apply. Resumes being accepted immediately. Please indicate desired position and wage.

Bando-ya
c/o LML Consulting Inc.
P.O. Box 3652
Pinedale, CA 95350
Attn: Mitune Lauer

Interviews will be held at your convenience.

COUNSELOR

Rancho Santiago Community College District
17th Street at Bristol
Santa Ana, CA 92708
714/667-3320
C: Personnel Department

\$24,237-48,845 depending on education/exp, plus xnt bfts. File district app/resume by 5pm 9/18. Provide community transition to youth & adult inmates in Orange County jails; assess skills, aptitudes, interests & exp of inmates, using results to develop employment strategies. 10-mo position is funded thru 6/30/89 and subject to refunding then. Req MA in counseling, social work, psychology/related field; successful counseling exp; knowledge of vocational assessment instruments. Must have/qualify for CA Community College counseling credential. 2 other positions currently avail in district. AA/EOE

COUNSELOR (7th & 8th grades)

Del Norte County Schools
301 West Washington Boulevard
Crescent City, CA 95531
707/484-8141

C: Bobbi Clausen / Personnel Director
\$27,000-36,000/yr DOE/DOQ, plus county-provided auto, medical/dental & vision ins, PERS contribution, 13 paid holidays, and 12 days sick leave. Call for more info & county app; file app & resume. Itinerant junior high school position, performing specialized counseling services at 5 high schools. Work independently, identifying needs and collaborating with students, teachers, administrators & parents. FT, 8-4 Mon-Fri. District has 3500 students in 10 schools. Requires CA pupil personnel services credential (or ability to qualify) and a CDL.

There is never a right way
to do a wrong thing.

DISTRICT SUPERINTENDENT / PRINCIPAL

Alameda County Office of Education
313 West Winton Avenue, Room 338
Hayward, CA 94544-1198
415/887-0152 x304

C: Kathy Ercog / Personnel Assistant
\$50,000/yr negotiable DOE/DOQ, plus medical, dental & vision ins. Call for more info & county application; file by 9/23. Work harmoniously & effectively with governing board, school staff & public; prepare financial reports; and supervise school plant maintenance. FT position is at Sunset Glen Elementary which has 170 students and an exemplary education program. Requires CA admin credential, master's from accredited univ or college, 5 yrs teaching exp (elementary), 2 yrs FT admin exp, knowledge of CA school systems, good oral/written skills, and ability to demonstrate leadership in an education program.

PRESCHOOL TEACHER (part-time)

Silver Lining Childcare Center & Preschool
1011 Terrace Drive
Napa, CA 94550
707/226-5437
C: Judy Akers / Director

\$4.50-5.50/hr DOE/DOQ, plus medical & dental insurance after 6 mos, 1 wk vacation after 2 yrs, and 10 holidays. Apply in person, call for app or information, or send resume; RTJJ. Prepare & implement the curriculum for 8-12 children; instruct and supervise activities & field trips for 2 to 5-yr-olds. Preschool & day care center with a structured, hands-on environment offers advancement potential. PT flexible schedule between 7-8 Mon-Fri. Requires minimum 12 ECE units. Experience preferred.

LIBRARY TECHNICIAN

\$1833 - \$2176 per month

The Supreme Court of California, located in San Francisco, is accepting applications for a full-time, permanent Library Technician position.

Under the supervision of the court's law librarian, the Library Technician will perform paraprofessional responsibilities relating to the operation of the Supreme Court library. Typical duties include unpacking, processing and distribution of library public, "one; keeping distribution records of all library materials; maintaining the circulation system, stacks and library research areas; library and office machine supplies, legal loose-leaf services, pocket parts and other supplementary items; providing directional and informational assistance to library users; typing and filing catalog cards; and performing other related duties as required.

MINIMUM QUALIFICATIONS

One year of increasingly responsible, subprofessional exp in a law library and equivalent to completion of the requirements for an Associate of Arts degree in Library Science. (Additional exp in a law library may be substituted for the req education on a year-for-year basis.) Ability to perform accurate typing and knowledge of and exp in the principles, practices & procedures of a law library is req. Familiarity with the Library of Congress classification system for law and word processing is desirable.

Please request an application from:
Administrative Office of the Courts
388 McArthur Street, Room 2210
San Francisco, California 94102
Telephone: (415) 667-9261
FILING DEADLINE: September 16, 1988



LEARNING DISABILITIES LAB AIDE (part-time)
San Joaquin Delta Community College Dist.
Personnel Office - Admin Bldg, Room 202
5151 Pacific Avenue
Stockton, CA 95207
208/474-8050
C: Sue Cain / Personnel Technician
\$1048/mo + employee & dependent medical, dental, life & vision ins. Call for info/diet app; file app by 9/16. Assist instructors & students by performing a variety of clerical & authorized instructional duties in the learning disabilities lab. 28 hrs/wk (to be scheduled); 10-month position. Community college has 20,000 students & 500 faculty/staff. Requires background in post-secondary education and in an area related to assignment; and learning disability diagnostic & prescriptive skills. Experience in tutoring and operating lab equipment desired. AA/EOE



MERRYHILL COUNTRY SCHOOLS
Est. 1949

PRESCHOOL TEACHERS / PRESCHOOL-ELEMENTARY SUBS
Merryhill Country Schools
2730 Eastern Avenue
Sacramento, CA 95821
916/485-2177
C: Renee Reale / Personnel Director

Salary commensurate with exp and qualifications. Send letter of app, resume & transcripts. Teachers develop & implement daily lesson plans, and care for & supervise children. Substitute teachers implement existing lesson plans and work on-call. FT, PT & long-term substituting opportunities available. Growing, private preschool has 15 locations in SACRAMENTO, ROCKVILLE, ELK GROVE, and MODESTO; and is hiring for schools in ROCKLIN, NORTH ROCKVILLE, DAVIS, STOCKTON, NOVATO, and SANTA ROSA. Full & part-time positions available. Must meet Dept of Social Services' ECE requirements. EOE

Try sending unfolded resumes in large envelopes marked "confidential." The markings will help get the information to the right person, and larger envelopes will often be the first opened.

TEACHER / ELEMENTARY RESOURCE SPECIALIST

San Lorenzo Unified School District
15510 Usher Street / P.O. Box 37
San Lorenzo, CA 94580
415/276-3800 x211
C: Certificated Personnel
\$22,208/yr minimum commencing upon hire DOE/DOO (district accepts up to 7 yrs exp on pay scale); plus medical/dental & vision ins and PERS reimbursement. Call for more information and application procedures. Santa Cruz County school district seeks teacher to plan & implement program for a special education class in a self-contained classroom (class size varies from 7-12 students, grades 5-12) and supervise one aide. Requires CA teaching credential and learning handicapped credential. AA/EOE

TEACHER / HIGH SCHOOL (special day class)
San Lorenzo Unified School District
15510 Usher Street / P.O. Box 37
San Lorenzo, CA 94580
415/276-3800 x211
C: Certificated Personnel
\$22,208/yr minimum commencing upon hire DOE/DOO (district accepts up to 7 yrs exp on pay scale); plus medical/dental & vision ins and PERS reimbursement. Call for more information and application procedures. Santa Cruz County school district seeks teacher to plan & implement program for a special education class in a self-contained classroom (class size varies from 7-12 students, grades 5-12) and supervise one aide. Requires CA teaching credential and learning handicapped credential. AA/EOE

TEACHERS (3)
Kids On Campus
2850 East Lafayette Street
Stockton, CA 95205
208/443-5371 or 943-5379
C: Sue

\$8.92-9.23/hr DOE/DOO, plus medical insurance after 90 days, and paid vacation after 1 yr (for those working 25+ hrs/wk). Call or drop by for application. Arrange & implement lesson plans, often based on weekly themes. Curriculum includes art, science, music, and physical education. Nonprofit day care organization was opened in the late '70s and includes 6 centers; teach with approx 6 teachers, 6-12 aides, and about 100 children aged 3-12 yrs. FT & PT positions available, Mon-Fri; hrs negotiable. Must have 12 ECE units or 6 units & be attending school to receive 6 more.

TEACHERS (part-time)
Bright Beginnings
330 Golden Hinde
Corona, CA 92625
415/624-1677
C: Laura/Director or Gayle/Office Asst

\$6-7.50/hr plus health insurance, vacation, holidays, and sick leave (totaling 5 wks/yr paid time off). Call for appointment; RTJJ. Plan & implement classroom lessons and activities, and supervise up to 3 teaching assistants for infant to pre-kindergarten-age children (age depends on assignment). PT, 6-8 afternoon hrs/day. Licensed for 140 children, ages 3mo - 7yrs. Requires minimum 6 ECE units. Some experience working with children preferred.



Electronics/ Data Processing

ASSISTANT SYSTEMS ANALYST
California State University, Fullerton
Office of Pers Svcs & Employee Relations
Fullerton, CA 92634
714/773-3821
C: Office of Personnel Management

\$2485-3008/mo + bfrs including vacation, sick leave, holidays, and dental, health & life ins. File CSUF app; RTJJ. Study personnel processes and develop an overall plan for automation; maintain, update or modify automated personnel systems; program changes in newly developed systems; and document & troubleshoot programs. Req equiv to BA/BS and 1 yr exp performing routine & technical analysis of procedures; knowledge of computer programming and data processing techniques & procedures; and ability to understand administrative problems in order to develop automated procedures. AA/EOE M/F/H/V

Employment L.I.N.E.S

TIMELY EMPLOYMENT TOPICS AND TRENDS

Foreign Exchange

Tomorrow's technical leaders are attending high schools today... all over the world. Over half the science and engineering doctorate degrees awarded in the United States now go to foreign students. Fortunately, most of these young scholars aren't expected to export their talents after graduation. Four-fifths of those now studying in the US on permanent visas plan to work here after they receive their diplomas.

Source: Career Opportunities News

More Pride than Pleasure

Being proud of the work you do—versus actually enjoying it—may be worlds apart, a new study finds. Adia Personnel Services asked 906 personnel decision makers whether they agreed with the statement, "Most people at my company take pride in their work." The vast majority (92 percent) believe their employees are proud of the job they do. However, this optimism doesn't necessarily extend to job satisfaction. When asked whether their staff truly enjoyed their work, only 15 percent of the personnel managers surveyed said more than three quarters of their employees were happy.

No More Gold Watches?

Double-digit job tenure in the American workforce appears to have ended. The median job tenure for discharged managers on their former jobs was 9.2 years in the second quarter of 1988. That marks the 14th consecutive quarter of single-digit tenure, reports James E. Challenger, president of Challenger, Gray & Christmas, Inc., a Chicago outplacement firm. Job tenure has not been in the double digit range since the fourth quarter of 1984 when it was measured at 12.5 years.

Declining job tenure can be linked to changing attitudes of both employers and employees. "People who were discharged used to face negative reactions from prospective new employers, but that is no longer the norm," says Challenger. "Employees believe that the experience of several jobs is a plus. Employers welcome experience because they feel it will help them in meeting the demands of increasing competition."

The Workplace of the '90s

Between now and the year 2000, the US economy is expected to create 21 million new jobs for a work force that will grow at less than two-thirds the rate of the last decade. Two of every three new workers will be women.

How will these statistics affect the workplace? Ms. magazine asked 100 top "labor force observers" the same question. Here's what they said:

1) Employers will strive to accommodate different gender, ethnic, and cultural work styles in the workplace of the 1990s, causing the traditional, white male-dominated American corporate culture to go the way of the manual typewriter.

2) Employers and legislators will expand their efforts to accommodate workers who need training and parents who require child care.

3) Worker demand for flexible work schedules will increase, while unions and women's groups will continue to press for greater protection of temporary and part-time workers. The distinctions between full- and part-time work will blur.

4) Despite clear advances in the work force and more access to education, women throughout the 1990s will remain under-represented in upper echelons of corporate life, and over-represented in the lower ranks.

Registered Care Technicians on the Critical List

Physicians and nurses alike are expected to vigorously oppose a recent American Medical Association (AMA) proposal to create a new category of patient caregivers. The proposal seeks to establish a hospital-based training program to educate those with at least a high school diploma to become registered care technicians (RCTs). The measure is supported by many nursing schools, which hope it will boost sagging enrollments and help ease the critical nursing shortage.

The nursing community seems overwhelmingly opposed to the measure, however. Ninety-five percent of 500 nurses responding to a survey in the July issue of *Southern California Nursing News* condemned the plan. Most said the training period for both the RCT I and RCT II categories was too short. The respondents also believed the move would significantly reduce the quality of patient care.

Various Specialties VOCATIONAL INSTRUCTOR Correctional Facility

Small Engine Repair
Silk Screen Processes
Mechanical Drawing
Sheet Metal Work
Electronics
Culinary Arts
Carpentry
Refrigeration and Air Conditioning Repair
Mill and Cabinet Worker
Sewing Machine Repair

Salary: \$2717-43464 per month. Requirements: 3 yrs of journeyman exp in the appropriate subject specialty, at least 1 yr of which must have been within the last three years. Education: Graduation from high school. Special requirements: 1. Possession of a valid California Teaching Credential which authorizes the holder to teach on a full-time basis a vocational course in Culinary Arts; and education equivalent to completion of 2 yrs of college. (Additional qualifying exp may be substituted for the required education on a year-for-year basis.) OR 2. Experience: 3 yrs of exp supervising food preparation or service in a school, hospital, industrial plant, unit of the armed forces or similar agency serving at least 750 meals daily. This exp must have included training responsibility requiring classroom instruction and preparation of lesson plans. (Completion of one year of graduate work in institution administration or completion of an approved district internship may be substituted for the 2 yrs of required exp.) At least one year of the required exp must have been within the last 3 yrs.

Credential: Possession of a valid California Teaching Credential which authorizes the holder to teach on a full-time basis a vocational course in the appropriate subject specialty. (Applicants who do not possess the credential may take the exam, but must have an application for the appropriate credential before appointment and must secure the credential within 120 working days after appt.) Applicants must show their credential and/or license number, title, and expiration date on their application if they possess one. Must be willing to continue their educational development and work in a State correctional facility with inmates. Must be able to pass a complete physical. Application form 479 may be obtained at Employment Development Department offices and mailed to: California Correctional Center, Personnel Office, P.O. Box 632, Ukiah, CA 95117, and must be postmarked no later than 10/14/88. The positions are in located statewide. CA An Equal Opportunity Employer. Only individuals lawfully authorized to work in the United States will be hired.

APPLICATIONS PROGRAMMER

Cal-Data 5 Agency
18 Gough Street
San Francisco, CA 94103
415/555-9878
C: Richard L. Castro, Sr. / CFO

Up to \$35,000/yr plus full benefits including medical/dental, life & vision insurance. No fee. Call for more information & application procedures. Program on HP 3000, Spectrum 935, COBOL, Image View, K-SAM & PROLOG computers with inventory & finance applications. FT, hrs & days vary. Recruiting for a large Calif. ag. agricultural firm. Requires BA/BS in computer science and experience in application programming. Other fee & no fee openings available. EOE

To Advertise Call (916) 925-0800

COMMUNICATIONS TECHNICIANS (2)

Hendrix Electronics
P.O. Box 508
Imperial, CA 92261
C: Ray Russell / Service Coordinator
\$7-15/hr DOE, + vacation, holidays, sick leave, medical/dental ins, and up to 4% paid retirement package. Send resume & refs; RTJJ. Operate & maintain 2-way radios and paging, microwave & multiplex systems. 40 hrs/wk. Motorola service shop, in business 30 yrs, specializes in installing & servicing communication systems. Req good verbal skills, CDL, and DMV printout. Must have professional appearance and be efficient & responsible. HS grad pref. Gen FCC license, National Business Assn cert, and min 2 yrs exp in communication maintenance +. Will train local person. Must be US citizen. AA/EOE

CONFIGURATION/DATA MANAGER

S. Systems Corporation
9800 La Cienega Boulevard, #201
Inglewood, CA 90301
213/216-1108
C: Mr. Stephens / Dir Human Resources

Up to \$38,000/yr + 1 wk vacation after 1 yr, 9 sick leave days, and medical/dental & vision ins after 1st continuous month. Send resume; RTJJ. Provide configuration management support to US Air Force, review configuration mgmt plans for compliance with govt requirements, support CCS & CCBDG activities, and prepare agendas & minutes. Hrs 7:15-4 Mon-Fri. Govt contractor provides technical support to the Air Force. Req 7 yrs experience in hardware configuration management or data management; and knowledge of GNC procedures, mil-standards & regulations. Must be prompt and hardworking. AA/EOE M/F/H/V

Keep your personal problems out of the office.

"True greatness is in the character, never in the circumstances."

— J.R. Miller, DD

ELECTRONICS ENGINEER

Campbell Engineering
2540 Bates Avenue
Concord, CA 94520
415/886-7212

C: Warren Hood / Tech Svcs Director
\$2450-2800/mo DOE/DOQ, + medical ins, sick leave, vacation/holidays. Send resume & 3 refs. Provide support for production of systems, installation assistance, and some maintenance; review product currentness; design & implement upgrades; and QC finished systems. 40 hrs/wk; some overnight travel. Firm produces intelligent, high-security access control systems. Req EE/equiv exp, 2 yrs digital systems & interbus communications exp, good programming base, solid microprocessor ops & interfacing knowledge, ability to qualify for security clearance, and US citizen. Knowledge of analog and 8051 & V40 background helpful.

**PROGRAM ANALYST II**

UC Davis Medical Center
2525 Stockton Boulevard, Room 1021
Sacramento, CA 95817

C: Personnel Department
\$1124-1777 biweekly. Apply by 5/18/88. Career position developing, installing & maintaining computerized information systems in Hospital Information Systems. Full-time. Requires working knowledge of computer languages, operating system software, and network communications protocols (RS 32, IBM 3270 & 3780); experience with programming specification forms used to define data input & information output; and systems design & analysis. Previous exp preferred. EEO/AA Employer. Minorities, Disabled, M/F (Please refer to job #1475-88).

PROGRAMMER

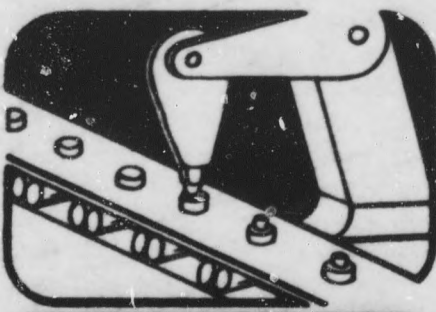
DAK Industries
3200 Rammet Avenue
Canoga Park, CA 91304
818/886-1534

C: Dorothy / Personnel Recruiter
Up to \$27,000/yr plus medical, dental, vision & credit union provided after 90 days, 2 wks vacation after 1 yr, holidays, and sick leave. Send resume (Attn: Personnel) & salary history/reqs; RTJJ. Input & maintenance on HP3000 mainframe using 4K & 70. Hrs 8-5 Mon-Fri. Consumer electronics mail order company employs 250. Requires HS diploma; proficiency in COBOL, Query, Turbo Image & HP3000 (utilizing 48 & 70); 2-3 yrs exp working under a senior programmer; enthusiasm; motivation; and strong communication skills. Knowledge of BSA software a +. Must be US citizen/have right to work. EOE

PROGRAMMER TECHNICIAN

OraAmerica
P.O. Box 7340
Burbank, CA 91510

C: Lily / Director of Human Resources
Up to \$20,000/yr DOE/DOQ + vacation, holidays, sick leave, medical & dental ins, 401K & credit union plan, and discount on merchandise after 90-120 days. Send resume & salary history/reqs; RTJJ. Input data and handle programming on a Dental mainframe, working extensively in Basic & Cobol. Hrs 8-5 Mon-Fri + flexible OT. 14K gold manufacturer has served LA area for 10 yrs and employs 200. Req HS diploma, knowledge of 3 computer programming languages, and good interpersonal skills. Some college preferred. 1 yr computer programming exp a plus. Must have right to work. EOE M/F/H/V

**Industrial****MACHINE OPERATOR**

Bell Industries
12605 South Van Ness
Hawthorne, CA 90250
213/757-8381

C: Gary Linden / General Manager
\$8.50-15/hr DOE/DOQ, plus bonus incentive program, vacation, holidays, sick leave, medical/dental & life insurance, and profit sharing. Call for appointment or more info; RTJJ. Responsible for own set-ups, lab-fittings, and hone operations. Hrs 8:30-5 Mon-Fri plus overtime. Division of a Fortune 500 company, manufacturer of precision hydraulic components has been in business 32 yrs. Prefer 3-5 yrs hone operation experience. Must be US citizen. AAEEO

PRINTING PERSON

Ajalon Printing and Design
2100 Llando Road
Santa Rosa, CA 95407
707/578-9322

C: Dave Walrath / Owner
\$12/hr to start DOE, plus vacation, holidays & sick leave, medical insurance, and profit sharing. Call for more information; RTJJ. Small printing company, in business 30 yrs, seeks person to operate a Hamada 960 or Solna 125 printing press. Hrs 8-5 Mon-Fri. Must have at least 3 yrs printing press experience. AAEEO Employer M/F/H/V

PRINTING PERSON

Ajalon Printing and Design
2100 Llando Road
Santa Rosa, CA 95407
707/578-9322

C: Dave Walrath / Owner
\$9-11/hr plus vacation, holidays & sick leave, medical insurance, and profit sharing. Call for more information; RTJJ. Perform all duties needed prior to printing press operation including paste-up, camera work, stripping and platemaking. Hrs 8-5 Mon-Fri. Small printing company has been in business 30 yrs. Requires minimum of 3 yrs experience in press operation. AAEEO Employer M/F/H/V

PRINTING PRESS OPERATOR

Caszy Printing
116 Broadway
King City, CA 95350
408/385-3221

C: Bill Caszy / Owner
\$12-15/hr DOE, plus vacation, holidays, sick leave, and medical & dental insurance after 90 days. Call for appointment or more information; RTJJ. Operate Heidelberg SORM and SORDZ presses. 40 hrs/wk with some weekend hrs & some overtime. Established printing company has been in business since 1901 and has 75 employees. Must be outgoing, hardworking individual with a positive attitude. 5 yrs experience a plus. Must have right to work. AAEEO

QUALITY CONTROL INSPECTORS (3)

Southeastern Industries, Inc.
5880 Cantelina Avenue
Los Angeles, CA 90045
213/776-1125

C: Paula Cienaras / Office Manager
\$8-11/hr DOE, plus xmt bfts. Apply in person or send resume, references, and salary history/requirements; RTJJ. NO PHONE CALLS. Perform solder, harness & electronic stuffing inspections; test various manufactured units such as CNC machines; and perform touch up, wiring & assembly of units. Hrs 7-3:30 Mon-Fri. Precision instrument tools manufacturer has representatives nationwide. Requires 2-3 yrs exp in electronic assembly. Must have good communication skills and knowledge in soldering & reading blueprints. Prefer resident within 10 mile radius of plant. EOE M/F/H/V

When faced with an unwelcome office visitor, stand up!
(The other person won't sit down and get comfortable.)

WELDERS

Tink, Inc.
2361 Durham-Dayton Highway
Durham, CA 95938
916/885-0897

C: Dan DuBois / Shop Foreman
\$6.50+/hr DOE, + medical insurance after 90 days and 1 wk vacation after 1 yr. Apply in person; RTJJ. Fabricate structural steel, occasionally working 30-40 miles from office. Full-time; 8-3:30 Mon-Fri plus some weekends. Small, 10-yr-old manufacturing company requires 3 yrs welding experience. Must be a very hard worker with own tools and insured transportation. EOE M/F/V

Plywood Manufacturer seeking experienced Production Supervisor

Must be fully qualified in all phases of plywood manufacturing.

Excellent benefit package

Send resume in care of
California Job Journal
2535 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
Attn: C.J.J. Box H

Supervisor

Simmons Company, International, manufacturer of quality bedding and upholstery products, is seeking a third-shift supervisor in our shipping and receiving area. One year shipping supervising experience in a union shop is required. Send resume with salary history to:

Personnel Department
SIMMONS COMPANY
1700 Fairway Drive
San Leandro, CA 94577

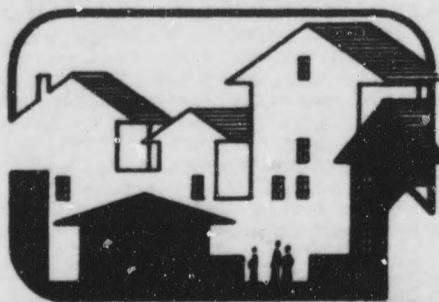
EOE

To succeed... be assertive!

WELDER / SHEET METAL WORKER (3)

Johnson Industrial Sheetmetal Inc.
2131 Barstow Street
Sacramento, CA 95815
916/927-8244

C: Curt Johnson / President
\$7-10/hr DOE, + 1 wk vacation and medical/dental ins after 60 days. Call (7am-noon) for more info or apply in person. Perform welding and use sheet metal fabrication equipment including brakes, shears & presses. Hrs 7-3:30 Mon-Fri + occasional overtime. Northern CA dust collection systems manufacturer has 18 yrs in business. Req 2 yrs general welding exp (will train in dust collection systems specialty), CDL, and DMV printout. Must have own welding equipment, be hardworking, mechanically inclined, willing to learn, and looking for long-term employment. Certified welder preferred, but will train. EOE



Insurance/Real Estate

**AGENCY OWNER - MANAGER**

Farmers Insurance Group
6035 Madison Avenue, Building B
Citrus Heights, CA 95610
916/888-9088

C: Paul Hook or Doug Dillard
Six-figure income attainable within 2nd year. Call today! Seeking successful people to help become more successful. If you're approaching \$25K/yr or above, you're the one we're looking for. Leading US ins company seeks ambitious, independent, self-starter to operate own agency, serving as owner/manager. We'll assist you in establishing a client base and provide training to help you develop a successful business. Unique opportunity to be in charge of all phases of agency ops/development. FT; hrs & days depend on desire to succeed. College degree preferred, but not mandatory. This could be the one!

DEVELOPMENT SERVICES DIRECTOR

City of Fountain Valley
10200 Slater Avenue
Fountain Valley, CA 92708
714/985-4400

C: Personnel Division
\$93,850/yr DOE, + xmt bfts and city-paid PERB. File city app; RTJJ. Organize, plan, coordinate, and direct current & advanced planning, zoning, development, code enforcement, environmental review, and building safety activities. Act as technical advisor to the Redevelopment Agency on all policies & activities concerning the planning, development, operations & promotion of economic development/redevelopment projects. Req BA or graduate degree in urban planning, public admin, or related field, and 5-6 yrs responsible & comprehensive exp developing/implementing a community development program. EOE

Research the company and let them know (subtly) that you have by using a name on the cover letter, not just "Dear Sir or Madam". That personal touch can make a job hunter stand out from the masses.

HOUSING PROGRAM SUPERVISOR

City of Oxnard
325 South A Street
Oxnard, CA 93030
805/984-4855

C: Personnel & Employee Relations
\$2888-3280/mo + excellent bfts. File city app by 5/15. Position is in the housing assistance div. Manage 780 low-income housing units, work with private developers in providing incentives for unassisted housing development, supervise & participate in determining new housing applicant & program participant eligibility, and perform ref checks & other duties. FT. Req BA/BS with major coursework in social science, counseling, business, public admin, or related field; HUD-accredited public housing mgr cert; and 4yrs responsible housing assistance program exp including 1 yr in a supervisory capacity. AAEEO

INDEPENDENT MARKETING REPS (2)

Resource Evaluation Group
778 Town & Country Road
Orange, CA 92668
714/835-0700

C: Kathy / Marketing Director
\$2000-3000/mo potential in straight commission. Medical ins provided after 60 days. Send resume with references & salary history/reqs; RTJJ. Position involves real estate appraisals, cold calling, new business development, and customer service. Flexible hours Mon-Fri. Growing firm in central Orange specializes in residential & commercial real estate appraisal & business evaluation. Requires sales experience, insured transportation, and CDL. Must be dependable, self-motivated, aggressive, and a US citizen. Prefer knowledge of real estate. AAEEO M/F/H/V

Our Growth is Your Benefit

WESTERN TRADE PRINTING CENTER
(2935 Academy Way, Sac., CA 95815)

is looking for Quality People

- Pressmen: 40" Miehle 4/c or 38" Miller 4/c
- Bus. Forms Press Operator & Collator Operators
- 4/c Strippers
- Camera Operators
- Machine Bindery Operators

Send your Resume to:
P.O. Box 13008
Sacramento, CA 95814-3008
(916) 922-3676

SAW MILL

Diamond Lands Corporation, Red Bluff, currently has an opening for 1 Saw Mill Electrician. Must have at least 5 years experience.

Contact: Diamond
Personnel Department at
(916) 527-2231 ext. 335.

Equal Opportunity Employer

EMPLOYMENT OPPORTUNITIES

Mare Island Naval Shipyard currently has immediate openings in the following positions:

WELDERS SHIPFITTERS

(Steel worker experience will be considered for shipfitters position)

Applications are available at Mare Island Naval shipyard employment office located on the corner of Tennessee Street and Wilson Avenue in Vallejo, CA between the hours of 7:30 A.M. and 3:30 P.M. Monday through Friday, or by calling (800) 621-3368.

MARE ISLAND NAVAL SHIPYARD

Industrial Relations Office
Recruitment Branch, Code 170.2
Vallejo, CA 94592

U.S. Citizenship Required - An Equal Opportunity/Affirmative Action Employer

CUSTOMER SERVICE POSITIONS

As we grow and expand, USAA continues to seek candidates for Policy Service Representatives.

QUALIFICATIONS:

- Minimum 2 yrs college or equivalent customer service exp.
- Excellent telephone communication skills.
- Typing requirement 28 wpm (heavy usage of computer keyboard).

USAA offers a stable state-of-the-art environment, competitive benefits & salaries, and individual growth opportunities. If you would like to join a team of professionals, consider USAA and apply in person. 2241 Harvard Street (near Arden/Business 80), Sacramento, CA, 8 am to 4 pm, Monday, Wednesday, Friday (Tuesday and Thursday, 8 am to 6:30 pm).

USAA is an Equal Opportunity / Affirmative Action Employer



INVESTIGATOR (WORKERS' COMP)

Craig S. Rogers Investigating
P.O. Box 1029-281
Van Nuys, CA 91408
818/785-3825
C: Craig Rogers / Owner
\$12-15/hr plus contribution toward medical ins for FT employees. Send resume, RTJJ. Investigate validity of workers' compensation claims (research doctors' reports, claimants' personal background, and other pertinent facts). Full-time; set your own schedule, depending on case load. Well-respected private investigating firm is a member of the CA Fraud Investigating Association and the Workers' Comp Claim Investigation Assoc. Those without workers' comp experience need not apply. Bilingual skills a plus. EEO Employer

REAL ESTATE ASSOCIATES (10)

Gillman Griffin & Company
10880 Wilshire Boulevard, Suite 200
Los Angeles, CA 90024
213/470-1781

C: Steve Nardi / Sales Manager

\$75,000+/yr potential based on a progressive commission split. Call for appt or info; RTJJ. As an independent contractor, responsible for home & condominium sales, leases & leasing. Flexible hours & days. Successful mid-size Westwood firm has been in business for 20 yrs. Daily travel in LA area is required. Must have CA Real Estate license, transportation with insurance, and valid CDL. Candidate should be aggressive, dedicated & hard-working. Exp preferred; training provided. Great opportunity for new licensees. Must show proof of right to work. AAEOE M/F/HV (910)

REAL ESTATE AGENT

Benton Associates Inc.
1145 East Green Street
Pasadena, CA 91108
818/405-8030

C: George Harper

50-60% commission on sales DOE (may earn up to \$100,000/yr). Call for appointment or send resume; RTJJ. Seeking independent contractor to list & sell real estate. Full-time; 9-5 Mon-Fri, plus 1 day/wk overtime. Investment brokerage & property management firm requires real estate license.

REAL ESTATE SALES

ERA - A&C Properties & Investments
4998 Cherry Avenue
San Jose, CA 95118
408/723-0102

C: Al Ching / Owner

50% commissioned salary DOE, plus medical & dental insurance; no monthly fee or desk rental. Call for appointment; RTJJ. One of the nation's largest real estate franchises seeks outside sales representatives to work as independent contractors. Make sales presentations to potential clients in designated areas. Full & part-time positions; hrs to be determined at interview. Must have real estate license, good communication skills, and own transportation. Excellent training program available. New agents welcome.

SALES REPRESENTATIVE

Applied Systems
P.O. Box 400
Moline, IL 60448
800/888-8388

C: Bob Skulala

Salary \$20,000-25,000/yr plus commission (our average salesperson earns \$50,000+/yr); excellent benefit package offered. Call or send resume. Highly motivated, experienced 'Sales Pro's' wanted to represent leading supplier of insurance automation systems. Several territories available in CA. Full-time; flexible hrs & days. Position does not require a degree, but does req a determined individual with min 3 yrs proven sales experience and background in property & casualty insurance. Apply if you are a self-starter, good closer, and want above-average income. Full Training Provided.

REAL PROPERTY AGENT

City of Garden Grove
City Hall
11391 Acacia Parkway / P.O. Box 3070
Garden Grove, CA 92640
714/741-8004

C: Personnel Office

\$3001-3665/mo + bfts including 10 vacation days & 11 paid holidays/yr, medical ins, and 7% PERS. File city app by 9/23. Assist in performing office & field work involved in the acquisition & sale of real property interests. Req 2 yrs exp in the acquisition of real property; 2 yrs exp in appraisal & evaluation work in connection with the transfer & sale of real property or in title examinations; college degree or equiv; and knowledge of legal descriptions of property, laws regarding securing of property, factors in appraisals, and principles underlying the appraisal process. EOE M/F/H

LIBERTY MUTUAL

SALES POSITION

Liberty Mutual Insurance Company
2233 Watt Avenue
Sacramento, CA 95865
916/481-3400

C: Albert P. Gambetti, Jr. / Sales Mgr

Salaried position with additional incentive plan making substantial earnings possible. Includes broad company benefits, paid car expenses, and complete training in all lines of insurance. Call for appt or send confidential resume. Enjoy advantages of living in Sacramento and growth opportunities of working with a fast-growing national concern which traditionally promotes from within. Sell & service personal lines of casualty, fire & life ins. FT, Mon-Fri. Seeking college grad or person with college and/or sales exp (UNLICENSED), drive, integrity, STABILITY, sales aptitude, and proven ability to work.

An affiliate of the



SALES REPRESENTATIVE

William Hawkins Agency
CM Alliance
2025 Hurley Way, Suite 150
Sacramento, CA 95825
916/929-5001

C: Leon Rothstein / Training Supervisor

Commission plus salary subsidy and production bonuses for eligible candidates. We offer a continuous training program, advancement opportunities, and an excellent fringe benefits program. Send resume; all inquiries are kept strictly confidential. CM Alliance, a leader in the insurance & financial services field, has an opening for someone (with or without prior sales experience) to sell insurance & financial services to businesses & residents. Days & hrs to be discussed at interview. AAEOE M/F



Legal / Public Safety

ASST DIRECTOR, WASTE MGMT PROGRAM

Orange County
Hall of Administration
10 Civic Center Plaza
Santa Ana, CA 92701
714/834-2844

C: Personnel

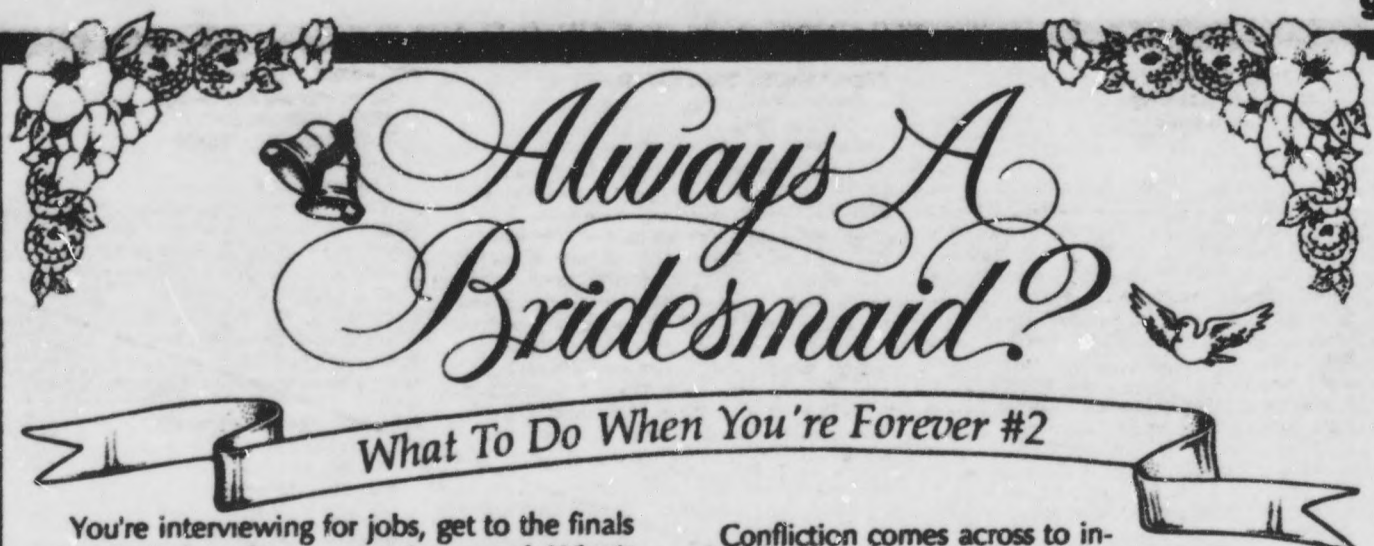
\$48,110-72,525/yr + vacation, 11 paid holidays, 8 sick leave days/yr, medical insurance, and retirement plan avail. File city application by 10/17; RTJJ. Assist director & chief engineer in planning, organizing & directing the operations of the county's waste management program. Req civil engineer certificate; strong administrative skills, including budget admin and personnel mgmt; and working knowledge of waste mgmt engineering design & construction, engr geology, environmental engr, resource recovery tech & feasibility, and federal & state mandates governing solid waste systems. AA M/F/H

DEPUTY SHERIFF

Amador County
108 Court Street
Jackson, CA 95842
209/223-8458

C: Personnel

Pay range: \$10.41-12.05/hr plus excellent benefits. Call for more info or apply in person. Amador County is currently developing a new employment list for the Deputy Sheriff position. Full-time shifts available. County is located in the attractive Sierra Foothills community of Jackson. Requires basic POST certificate and at least 2 yrs police experience performing patrol assignments. EOE



What To Do When You're Forever #2

You're interviewing for jobs, get to the finals every time, but always come in second. What's happening? It's too near the old "always a bridesmaid, never a bride" for comfort. We have been talking with Number Twos and hiring managers around the country, and have pinpointed some possible explanations and strategies.

1. **Failure to sell aggressively enough.** Several managers mention that the choice between the top candidate and Number Two was based solely on the manager's perception that

Number One wanted the job more and worked harder at selling him/herself. Says one Fortune 500 MIS vice-president, "The top candidate

had less experience but he brought that up and convinced me his experience was very high-quality. He was obviously vitally interested in the job."

In a similar situation, money was an issue. Two was higher-priced but didn't sell herself carefully enough. "I expected the runner-up to explain why she was worth a ten percent premium. Number One made it clear that he was satisfied with the salary we offered." *Comment: The top candidate may have underpriced himself but it's clear Number Two didn't try to sell her dollar value to the organization. SELL is the ultimate four-letter word.*

2. **Lack of research on the organization.** "We interviewed three people for an account executive position," says the owner of an ad agency. "One was clearly not qualified and eliminated after the first interview. The top candidate had done his homework and knew something about several of our big accounts. I wasn't sure that the runner-up did. He kept talking about what he had done for his clients, never mentioning that he knew anything about ours." *Comment: Client information is sometimes hard to obtain for small organizations but it's vital. Don't be reticent. Phone the interviewer's secretary and ask for client names (explain why you want them) if that's the only way you can get them.*

3. **"Confliction."** That's a word we have invented for job hunters who really can't decide if they want to continue in the same career or make a change.

Confliction comes across to interviewers as tentativeness. The manager sees someone who's competent and interested but hangs back ever so slightly. A Fortune 500 training director interviewed five teachers for an opening in the training department. "I loved three of them but the one I finally chose made it clear that she wanted no other job. She would not take a recruiting position until something in training opened up even when I said I was sure there would be an

opening within a year. The second candidate wanted the job but he emphasized his flexibility. He was looking at several kinds of jobs, including remaining in the public schools. I wasn't sure he was com-

mitted to training as a career." *Comment: You can't project commitment from a base of indecision. You'd be wise to make a firm decision on the direction you want to go before starting to interview. Otherwise, like the athlete who "plays himself into shape," you're going to waste a lot of time coming in second while you're rearranging your internal furniture.*

4. **The hidden factor.** Sometimes the difference between first and second can be characterized as "vibes," good or bad. We have been told repeatedly, "I felt good about that candidate," or "There was chemistry between us." Nothing to be done about that, right? Wrong. Videotape to the rescue! If you've been Number Two more than twice, don't decide it's your degree, experience, or the shape of your head until you've interviewed yourself on tape. You may not be projecting your real attitudes as well as you think. *Comment: Don't accept labels such as vibes and chemistry without a fight.*

Finally, consider reexamining your goals rather than your skills. Is this what you really want? Are you selling because it's vital to you to succeed or is it the words without the music? Even a human-oid interviewer with a subterranean consciousness can tell.

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For a complimentary copy of Kennedy's Career Strategist newsletter write: 1153 Wilmette Avenue, Wilmette, IL 60091.

SALES / SALES MANAGEMENT

Large national A+ Superior rated insurance company has openings in a fast track management development program. We market payroll deduction products that support existing programs.

Excellent income potential (commissions advanced weekly)
• Daytime sales to business market
• Advancement opportunities

Sales experience is helpful but not required. For more information, send resume to:

COLONIAL
LIFE & ACCIDENT INSURANCE COMPANY
Marketing Director
2160 Royale Rd - Suite 33
Sacramento, CA 95815
Equal Opportunity Employer

DEPUTY SHERIFF

Contra Costa County
Sheriff's Department
651 Pine Street
Martinez, CA 94553
415/848-2400

C: Ron Cunningham or Chester Amin

\$2521-3084/mo (salary up to \$2803/mo) plus up to 5% educational incentive and 75% medical benefits, uniform allowance, and 20-yr county retirement plan. Call for more information and/or application. Growing department. Numerous promotional opportunities. Wide range of work assignments including patrol, detention, investigation, civil, bailiff, marine, patrol, motorcycle, canine patrol, and various other specialty assignments. No exp necessary. Req HS diploma or GED, driver's license, and no felony convictions. Must be at least 20.5 yrs old. Full training provided. EOE

FIRE PROTECTION PLANNER

Orange County
Hall of Administration
10 Civic Center Plaza
Santa Ana, CA 92701
714/834-2844

C: Personnel

\$2881-3479/mo plus bfts including vacation holidays, sick leave, and medical ins. File city application by 10/28; RTJJ. Evaluate & recommend changes to the County general plan as it relates to emergency delivery sys; analyze & recommend fire protection legislation & code changes; represent Dir of Fire Services on committees; present testimony before Planning Commission, City Council or Board of Supervisors; and act in Fire Marshal's absence. Requires equiv to 45 college semester credits in protection engineering or a directly related field and 2 yrs progressively responsible exp. AA M/F/H



CITY OF EMERYVILLE

FIREFIGHTERS (entry-level)

City of Emeryville
2200 Powell Street, 12th Floor
Emeryville, CA 94608
415/864-8181

C: Cynthia Gilbert / Personnel

\$2883-3311/mo. Contact Personnel for job flyer & application; file app by Fri, 9/23. Combat field & structural fires and work as an entry-level member of an emergency team. Full-time. Must be a high school graduate, at least 18 yrs old, and able to pass a written exam, physical ability test & oral panel. Valid CDL required. EOE

Failing to plan is planning to fail

LEGAL SECRETARY (part-time)

Law Office of Charles B. Tunnell
1299 Fourth Street, Suite 502
San Rafael, CA 94901
415/457-5707

C: Charles Tunnell / Attorney

\$8-12/hr DOE plus negotiable benefits after probation. Call for apt or information or send resume; RTJJ. Type documents, pleadings & correspondence using a typewriter, word processor & dictaphone; answer phones; greet & assist clients; process & document accounts receivable; and update library. Hrs 9-5, 2-3 days/wk. Single-attorney, civil law office requires 6mos-3yrs legal secretarial experience and 60-70 wpm typing. Must be detail-oriented and autonomous. Prefer non-smoker with word processing exp.

POLICE DISPATCHER II (lateral entry)

City of Whittier
13230 Penn Street
Whittier, CA 90602-1772
213/945-8207

C: Personnel

\$1535-2106/mo + benefits including vacation, sick leave, holidays, medical insurance, and retirement plan. File city application; RTJJ. Receive & transmit routine/emergency calls for assistance; maintain contact with law enforcement units; enter, update & retrieve information from computer and teletype network; and perform a variety of record keeping and general clerical duties. Full-time, rotating shifts and some weekends & holidays. Req 1 yr exp performing duties comparable to those of a Police Dispatcher I or Police Services Asst II, polygraph examination, and US citizenship. EOE H

Put CJJ
To Work
For You!

**JOB JOURNAL
Classifieds**
(916) 925-0800

POLICE OFFICER (lateral entry)

City of Whittier
13230 Penn Street
Whittier, CA 90602-1772
213/945-8200

C: Personnel

\$2332-3065/mo + benefits including 10 vacation & 12 sick leave days/yr, 11.5 holidays, medical ins, retirement & credit union plans, and 9% PERS. File city application; RTJJ. Under supervision, perform law enforcement & crime prevention work, control traffic flow, and enforce state & local traffic regulations. City is 13 miles east of LA (population 70,000). Must be 21 yrs old and have HS diploma or equiv, 2 yrs FT exp with a CA law enforcement agency, good eyesight, normal weight/height proportions, Basic POST certificate, valid CDL, and clean DMV. EOE H

POLICE IDENTIFICATION TECHNICIAN

City of Fremont
39700 Civic Center Drive
Fremont, CA 94538
415/790-6883

C: Personnel Department

\$1789-2417/mo plus benefit package. File city application by 9/23. Take/receive fingerprints and classify them according to prescribed code; take, develop & print photographs of persons, evidence, fingerprints or crime/accident scenes; and analyze evidence. Full-time shift position with the police department. Requires HS diploma (or legal equivalent) and 1 yr fingerprint identification & photography experience. AA/EOE

CORRECTIONAL OFFICER

Entry-Level

\$17,764-21,592/yr

Solano County is accepting applications for Correctional Officer, Entry Level for the new justice center scheduled for completion in March 1988.

Requirements include: 21 yrs of age, U.S. citizenship, HS diploma or GED & no felony convictions.

Final Filing Date: Sept 19, 1988

Contact:

Solano County Personnel Dept
580 Texas Street
Fairfield, CA 94533
(707) 429-6321

EOE

Gum chewing looks and sounds unprofessional and is inappropriate in most offices.

POLICE OFFICERS

Oakland Police Department
455 7th Street, 7th Floor
Oakland, CA 94607
415/273-3338

C: Recruiting Unit

\$2345/mo during 21-week training academy; \$2481-2991/mo after graduation + excellent bfts, 3-5 wks vacation, & \$500 uniform allowance. Call or apply in person (refer to this ad). Patrol designated areas protecting people & property, respond to emergency calls, & related duties in full-service police dept providing a variety of special svcs. FT, 5 days/wk. Req HS diploma or GED, min 21 yrs of age, weight proportionate to height, vision 20/100 correctable to 20/20 in one eye and 20/30 in the other with no color deficiencies, & valid Class 3 CDL. Must be US citizen with no felony convictions.

**SCHOOL RESOURCE OFFICER (non-sworn)**

City of Galt
380 Civic Drive / P.O. Box 97
Galt, CA 95632
209/745-2981

C: Administrative Assistant

\$1530-1958/mo + xint bft pkg. Call for info & city application; file app & resume by 5pm 9/19. Under direction of Police Chief, implement a Galt Police-School Partnership against Drugs Program; develop a comprehensive K-12 drug education program w/ police & school officials; identify high-risk students; coordinate intervention/treatment services; and direct an increased school drug trafficking surveillance effort. Requires min 80 college units (BA pref), min 3 yrs combined exp & training in counseling, criminal justice & basic youth behavior. Must be 21 yrs of age. Spanish-speaking preferred.

**SECURITY GUARDS**

CPP Pinkerton
2000 Embarcadero, Suite 100
Oakland, CA 94606
415/532-7711

C: Personnel Department

\$6.25/hr (specific locations) + int bfts after 90 days incl health/dental & life ins. Apply to above or 832 Escobar, Martinez, CA 94553, 415/372-8853. Work with the nation's #1 security firm. Duties incl property/personnel protection, access control, and physical asset protection. Now hiring for positions in OAKLAND, HAYWARD, PLEASANTON, SAN RAMON, ANTIOCH, PITTSBURG, FREMONT, and the GREATER EAST BAY. FT/PT shifts avail 24 hrs/day, 7 days/wk. Must have reliable car and residence phone. Exp preferred, but not necessary. CA exposed weapons permit highly desirable. Lic #PB002689-PA5. EOE M/F

SECURITY OFFICER

American Protective Services, Inc.
2801 Pinole Valley Road
Pinole, CA 94564
415/758-1503

C: Personnel

Earn up to \$6.25/hr after training depending on assignment, + bfts after 90 days (for FT). Call 9-5 Mon-Fri for info. Work for top mgmt at the finest office complexes, manufacturing plants, and refineries. Responsible for sophisticated control rooms, gate duties, and inside/outside walking patrols. No weapons. Will train for positions in CONTRA COSTA, NAPA, MARIN & SOLANO COUNTIES with Bay Area's leading & highest-paying security specialists. Req ability to work all shifts & weekends. Must be 21+, have own phone, reliable transportation, CDL, and references. Vets must have DD214. V/EOE

Job interviewers are looking for those with self-confidence. You can create a good impression by speaking highly of your capabilities and your desire to learn new skills.

SECURITY OFFICERS

Hardister Industrial Security
1624 Sonoma Boulevard
Vallejo, CA 94590
707/557-2901

C: Area Manager

\$4.25-7/hr DOE/DOQ, + medical ins after 6mos-1yr and paid vacation/holidays. Call for more info or apply in person. Drive patrol vehicles and provide standing guard & on-site foot patrol for private, commercial & industrial property. Positions available in VALLEJO, MILPITAS (call 408/945-0670), BERKELEY (415/540-1231) and SACRAMENTO (916/635-1999). FT & PT, all shifts & days avail. Fast-growing, 5-yr-old Northern CA firm offers great growth potential. Must be 18 or older and have an in-residence phone, no felony convictions, valid ID (CDL a +), and a reliable car. No exp necessary, will train. EOE

SECURITY OFFICERS (8)

Pedus Security Services Inc.
3500 West First Street
Los Angeles, CA 90004
213/251-0235

C: Personnel Department

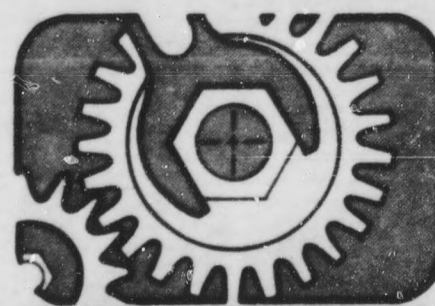
\$5+/hr DOE/DOQ, plus 1 wk vacation after 1 yr, holidays, and medical ins after 90 days. Apply in person between 9-3 Mon-Fri (bring CA identification & SS card) or call for more info; RTJJ. Provide protection for people & property. Full-time, all shifts available. Security company, in operation 10 yrs, has 4 offices in CA and over 1,000 employees. Must have good hearing & eyesight. No experience necessary. State guard registration a plus. Req US citizenship or right to work. Uniforms provided. EOE

SENIOR ASSOCIATE

Human Rights-Fair Housing Commission
Sacramento, CA 95816
916/444-8933

C: Office

\$1950/mo. Call for application. File by 9/9. Investigate & research housing discrimination cases, develop programs, and supervise the commission's housing division. FT. Commission investigates reports of housing or employer discrimination. Requires 3 yrs professional-level experience in human rights, community/governmental agency exp, and BA; OR 5 yrs experience and AA degree. Bilingual skills desired. EOE



**Mechanical/
Service & Repair**

APPLIANCE TECHNICIAN

ADJ Appliance
1622 East Mission Road
Fallbrook, CA 92026
619/723-9090

C: Patty / Owner

\$7-10/hr plus benefits after 90 days; vacation, sick pay, life ins, and retirement after 1 yr. Call for appointment. Perform in-home repairs on washers, dryers, stoves & refrigerators. Hrs 8-5 Mon-Fri. Household & commercial appliance service is located in North San Diego County. Requires min 3 yrs appliance repair experience, DMV printout, and own basic tools. Only experienced technicians need apply.

AUTO GLASS INSTALLER

Classic Glass Company
917 Water Street
Santa Cruz, CA 95062
408/426-3675

C: David Rasmussen / Owner

\$7-10/hr DOE. Call for more information or apply in person; RTJJ. Install windshields and other glass products in automobiles & trucks. May lead to management position. Hrs 8-5 Mon-Fri. Well-established, growing company in operation since the 1930's, has 8 employees. Requires minimum 1 yr experience as auto glass installer. Must have good communication skills. EOE

AUTO GLASS MECHANIC

Western Mobile Glass
840 Barstow
Clovis, CA 93612
209/299-0771

C: Tony Flores

\$7-10/hr DOE plus full medical, dental & life insurance. Call for appointment; RTJJ. Install windows in cars & trucks. 40 hrs/wk (between 4-6 days). Glass company has been in business since 1975. Must be dependable and have 3-5 yrs auto glass installation exp, own tools, CDL, and DMV printout.

AUTO MECHANIC

Mountain View Goodyear Service Center
1098 East Huntington Drive
Duarte, CA 91010
818/358-2591

C: Nick / Owner

\$25,000-32,000/yr DOE/DOQ, plus 20% commission, 1 wk vacation after 1 yr, holidays, and medical/dental & life insurance after 90 days. Call for apt or apply in person; RTJJ. Perform tune-ups, front-end alignments, and brake jobs. 40 hrs/wk (5 days) flexible. Req minimum 3 yrs exp in front-end alignments, brake jobs & tune-ups. Must be a neat individual with good communication skills, good work habits, CDL, and own tools. ASE cert preferred. Smog certificate a plus. Will train (advanced schooling offered). Must have right to work. EOE

AUTO TECHNICIAN

Bob Hall Goodyear
1224 Forest Avenue
Pacific Grove, CA 93950
408/646-9444

C: Steve or Dean

Up to \$6/hr plus medical & dental insurance after 90 days. Apply in person; RTJJ. Repair brakes & suspensions and tune up foreign & domestic cars. Hrs 8:30-5:30 Mon-Fri, plus overtime. Most reputable auto service center in the area has been in business 3 yrs. Requires over 2 yrs practical on-the-job experience, CDL, and own tools. Must be responsible, organized, and dependable. ASE (auto service excellence) certification preferred. US citizenship req. EOE

AUTO TECHNICIAN

Sanders Automotive Service
111 East Street
Woodland, CA 95695
916/666-5411

C: Rich/Owner or Mike/Manager

\$9-14/hr plus medical insurance, paid vacations & holidays, and company-provided uniforms. Call for interview apt: RTJJ. Perform tune-ups, carburetor overhauls, and gas & diesel fuel system repairs including electronic fuel injection. Other duties include accessory replacement, heating & air conditioning repair, light electrical work, and diagnostic procedures. We service domestic & Japanese import vehicles, and light & medium-duty trucks. Hrs 8-5 Mon-Fri. Only journey-level technicians with own tools need apply. Lamp and/or brake license helpful.

AUTO TECHNICIANS (2)

Greenwood Pontiac / GMC
7255 East Firestone Boulevard
Downey, CA 90241
213/928-3333

C: Larry Vaughn / Service Manager

\$11-18/hr DOE/DOQ, plus 1 wk vacation after 1 yr (2 wks after 2 yrs), holidays, medical, dental & life ins, and profit sharing after 60 days. Send references or apply in person; RTJJ. Perform light repairs of vehicles including engines, electrical, and some used car reconditioning. Hrs 8-5 Mon-Fri. Large dealership has been in business 10 yrs. Requires auto repair experience, CDL, and own tools. Must be loyal & hardworking. ASE & GM training certificates preferred. Smog certificate a plus. Must have right to work. EOE M/F/V

AUTOMATIC TRANSMISSION INSTALLER (3)

Transmission Factory
200 South Dunworth Street
Visalia, CA 93291
209/733-8818

C: Terry or Ron

\$6+/hr negotiable DOE, plus vacation, holidays, and medical insurance after 3 mos. Call for appointment or apply in person; RTJJ. Remove & install transmissions for the busiest shop in the valley. Hrs 8-5 Mon-Fri, plus some overtime. Requires at least 1 yr transmission experience and own tools. ASE (automotive service excellence) certificate a plus. EOE

PART-TIME WORKERS:

Whether or not part-time employees will receive benefits is up to the employer. If, however, an employee decides to provide benefits for one part-time employee, then legally he is required to provide the same benefits for all.

AUTOMOTIVE MACHINIST

Superior Motor Parts
5171 Auburn Boulevard
Sacramento, CA 95841
916/332-8851

C: Frieda

\$8.25/hr and up DOE/DOQ; benefits determined later. Apply in person or call for apt. Perform all phases of engine rebuilding including tear-down, part machining, bearing pressing, rod reconditioning, and reassembly. Responsible for entire job, start to finish. Flexible hrs 8-5 Mon-Fri. Well-established shop rebuilds engines, does valve jobs, and has a clean, modern, complete machine shop. Requires professional experience in all phases of engine work.

AUTOMOTIVE MECHANIC (2)

Suntrek Tours
P.O. Box 756
Cotati, CA 94928
707/584-5621

C: James Cawie / Operations Manager

\$1200-1500/mo. Send resume; RTJJ. Service, maintain, and repair a fleet of camping tour buses; perform overall maintenance of Ford and Dodge maxivans. Hrs 9-6 Tue-Sat plus overtime. Company specializing in camping tours has been in operation for 15 years and employs 120. Requires 1 yr experience in maintenance of Ford and Dodge maxivans. Must be authorized to work in US. AA/EOE Employer

Automotive Technicians

Greenhaven Auto Care is growing fast, with the best equipped bays in Sacramento. We now have opportunities for professional technicians who have valid A.S.E. and smog certificates.

We offer: • Salary - \$12 to \$14/hr.

• Medical benefits • Profit sharing program

• Paid vacations • Uniforms

For further information contact Les or Butch

Greenhaven Auto Care

6431 Riverside Blvd
Sacramento, CA 95831
(916) 422-6053

**INVESTIGATE**

A CAREER AS A
SPECIAL AGENT

FBI

- Law - Law enforcement background preferred
- Accounting - Must be a CPA or have equivalent experience
- Language - Fluency in Spanish, French, or other languages a plus
- Science - A variety of backgrounds accepted
- Modified - Backgrounds that do not fit the above categories but are still relevant



For information, including application form, contact the nearest FBI office and refer to this ad.

☆☆☆☆☆☆☆☆☆☆

GOVERNMENT JOBS

\$16,040 - \$59,230/yr.

Now Hiring Your Area.

(805) 687-6000

Ext. R-2626

for current Federal list

☆☆☆☆☆☆☆☆☆☆

CAR AUDIO TECHNICIANS (2)

Al & Ed's Auto Sound
1171 North Tustin Avenue
Orange, CA 92667
714/771-1188

C: Phillip Goldstein / Custodian

\$275/wk draw DOE/DOU, plus 33% commission on labor; 1 wk vacation after 1 yr; holidays and sick leave after 90 days. Call for appointment or send resume; RTJJ. Install security, audio, stereo, cellular phone & amplifier systems, and perform electronic troubleshooting (trac; some lifting up to 30lbs). Hrs 9-6 Mon-Fri & 11-2 Sat. Established in 1954, company now has 23 shops. Requires HS diploma, background in car audio systems installation & troubleshooting, and CDL. Must be motivated, hardworking, and enthusiastic. EOE M/F/V

ICEBEL MECHANIC

Ernest Simon Inc.
652 West Saint Charles Street
San Andreas, CA 95249
209/754-4229 (AMs) or 785-2409 (PMs)
C: Judy or Ernie

\$8.50-12.50/hr DOE. Call for appt; RTJJ. Work on cement slabs in the yard, repairing transfer trucks; perform minor repairs and assist in most major ones. FT flexible hrs, 5 days/wk. Statewide trucking/heavy equipment operation has been hauling sand & gravel since 1981. Must be a flexible, dependable, hard worker with knowledge of Detroit & Cummins engines (for minor repairs). Req Class 1 CDL and DMV printout. Prefer knowledge of transfer truck electrical systems and 2 yrs diesel mechanic experience. EOE

Instead of brooding over your troubles, try making something good happen for someone else. You'll feel uplifted... and so will they.

GENERAL AUTO MECHANIC / SMOG PERSON

Beverly Hills Motor Works
8800 Burton Way
Beverly Hills, CA 90211
213/271-0791

C: Bob Zamani / Manager

\$10/hr DOE/DOU, plus 1 wk vacation after 1 yr, holidays, and sick leave. Call for appt; RTJJ. Perform brake maintenance, tune-ups, engine overhauls, electrical jobs, smog maintenance, operate diagnostic scope, and act as a trouble-shooter for other repair jobs. 2 positions. Hrs 8-5 Mon-Fri & 9-1 Sat (5 hrs/wk overtime). Auto repair shop has served Beverly Hills for 4 yrs. Requires at least 5 yrs experience, smog certificate, CDL, DMV printout, insurance, and own tools. Must be hardworking individual with right to work. EOE

INSTRUMENT TECHNICIAN (3)

Environmental Geotechnical Services
6707 Cherry Avenue
Long Beach, CA 90805
213/428-0288

C: Harold Durbin / VP of Engineering
\$32,000-66,000/yr salary & commission DOE, plus excellent benefits. Call for appt or send resume; RTJJ. Install & service instrument systems and process control instrumentation; sell svc contracts. Hrs 8:45-5 Mon-Fri. Company has state contractor's HAZ license for remediation/removal of hazardous waste, and liability/errors & omission insurance (features hazardous waste clean-up coverage for all employees). Req min 3 yrs exp with a major instrument manufacturing firm; CDL, DMV printout, and car. If you're a stickler for details and documentation, we want you!



Pacific Refining Company
a subsidiary of The Coastal Corporation

INSTRUMENT TECHNICIANS (2)

Pacific Refining Company
Old Highway 40
Hercules, CA 94547

C: Bill Durand / Employee Relations Mgr
\$2600-2795/mo DOE, + shift bts incl sick leave, holidays, medical & life ins, and pension upon hire; vacation, dental ins & thrift plan after 1 yr. Send resume or apply in person (no calls); RTJJ. Troubleshoot, repair & maintain pneumatic and/or electronic equipment such as process analyzers & temperature/flow controllers. Hrs 7:30-4 Mon-Fri + possible OT. Oil firm (50,000 barrels/day) is a Coastal Corp affiliate. Req HS grad & 3-5 yrs oil refinery chemical plant exp. Must be punctual, detail-oriented self-starter & independent worker. Trade school and/or hands-on training a +. Must have right to work. EOE M/F

LEAD SERVICE & INSTALLATION TECH

Ceridono Engineered Heating & Air Conditioning
Berkeley, CA 94710
415/528-1622

C: Personnel
Salary negotiable plus benefits. Call for appointment. Service commercial & residential heating & air conditioning units. Excellent opportunity for a qualified technician. FT, 8-4:30 Mon-Fri. Growing East Bay contractor requires at least 3 yrs heating/AC experience and good mechanical ability.

By Bob Mezoff

MANAGING UP



7 Ways to Manage Your Boss

The idea of "managing" one's boss was virtually unheard of 20 years ago, and has only become generally understood in the last five to seven years. Changes in the global marketplace have demanded new ways to build employee-boss team relationships and to improve communication so that more information moves up the organization at a faster pace.

The following "secrets" will help you feel better about your boss and yourself. They can also contribute significantly to organizational effectiveness and bottom line results.

1 Mental preparation for upward influence.

What you believe is possible or impossible is a major factor in determining how much influence you have. People who believe it is possible to manage their bosses do so. They observe their bosses carefully and develop deliberate strategies to handle them more effectively. They acquire skills for influencing based on tried and true behavioral science principles and people skills.

If you don't believe you can manage your boss, no amount of fantasy or rehearsal or coaching will really make any difference. Your self-imposed limitations will prevent you from developing personal power potential.

2 The leverage for change is you.
Managing your boss doesn't mean bossing your manager. It means understanding your boss and managing yourself. Stop trying to get your boss to change. If you are unhappy with your boss, try to make the relationship better by changing yourself. You do have the personal power to control your own behavior. Trying

If you don't know what's really "hot" for your boss, it's hard to help him or her succeed.

to get another person to change for you is almost always a losing proposition.

Recognize which factors are in your control and which are not. Many people underestimate how much they can change about their behavior or the way they are relating to their boss.

3 Self-knowledge is a key to power.
Personal awareness is just as important as technical competence for your professional success. People who are aware of their thoughts and feelings and who have a good idea of how they are seen by the people they work with have the greatest potential to handle their bosses more effectively.

Self-knowledge gives you the ability to determine the match of styles you have with your boss. People with higher degrees of self-knowledge have a greater ability to change their own behavior, and they take responsibility for the effect that they have upon other people.

Let's say you realize you are a verbal person, but your boss prefers to receive information in writing. If you have low self-knowledge, you'll probably never understand why your boss seems uncomfortable during your oral briefings. If your self-knowledge is high, you'll recognize that your natural style is a poor match for the way your boss prefers to process information. Then you can take responsibility for adapting your behavior to ensure that your communication is understood by your boss.

4 Don't make assumptions about your boss's goals.

Make sure you understand them. It's hard to be a valued member of a team if you don't know what the team captain is trying to accomplish. Learn specific skills and strategies for making sure you are fully aware of your boss's goals. Skills include asking clarifying questions, probing for information and pointing out inconsistencies when tasks don't appear to be in line with the department's stated purposes and goals.

At an appropriate time, ask your boss to share more of the overall picture so that you can work on projects that will make the greatest contribution to the goals that are most important to your boss. If your boss has a performance plan or objectives, ask if he or she would be willing to sit down sometime and share those parts of the plan that would allow you to "leverage" your effectiveness. If you don't know what's really "hot" for your boss, it's hard to help him or her succeed.

5 Make sure your priorities are in line with your boss's.

Make sure you know the priority among multiple goals and keep your boss posted on how you've prioritized your work.

Avoid surprises. Failure to understand shifting priorities has caused communication breakdown and even job loss. Recognize that everything can change -- quickly. You can't always be in touch with your boss, but you should periodically update him/her with a list of current projects, responsibilities and the priority you've assigned them. Give your boss the opportunity to reshuffle this list if necessary.

6 It takes only one enlightened person.
Most of us believe that it takes two consenting parties to alter a relationship. This is not entirely true. Relationships can often be dramatically improved through the efforts of just one person. But to accomplish this, you must be willing to take responsibility for making your relationship work. Many employees practice strategies of upward influence and never share their thoughts with their boss. The boss, of course, benefits by having a more supportive and valuable employee, but the relationship is never open enough to allow a discussion of how the employee and boss are working together. Openness is desirable, but not a prerequisite to an effective working relationship.

7 Try building process norms.
Relationships that can discuss how the two parties are working together will be much more productive than relationships that don't have these process skills.

A boss should be able to say, "Let's talk a few minutes about how we're doing together as a team." Research from the behavioral sciences has demonstrated consistently that process skills are directly related to the successful attainment of business objectives. This is especially true in fast-paced organizations faced with turbulent business environments.

How openly can you behave with your boss? While openness is good, there are no specific guidelines. In fact, some open relationships are unproductive and some guarded relationships work quite well. However, employees usually pick a level of openness that they are comfortable with, rather than a level that makes the relationship work most smoothly. It is important to move beyond the initial "comfort zone" of your familiar responses to explore how you might be more (or less) open in order to build a more productive relationship.

Next Issue: 7 more tips for building a positive relationship with your boss.

MECHANIC

Four Seasons Landscaping & Maintenance
777 West San Carlos Street
San Jose, CA 95128
408/293-9300

C: Marlene Lee / Customer Service Mgr
\$5-10/hr plus vacation, holidays, sick leave, and medical, dental & life insurance after 90 days. Apply in person; RTJJ. Handle preventive maintenance and repairs on trucks, trailers & power equipment. Hrs 9-6 Mon-Fri. Rapidly growing, 12-year-old landscape & maintenance company has 3 Northern CA locations. Requires experience working with trucks & power equipment, CDL, and insurance. Own tools a plus.

MILLWRIGHT

Harwood Products
1 Main Street
Branscomb (Mendocino County), CA
95417
707/984-6181

C: Frank Sanderson / Risk Manager
Salary DOE, plus production-based incentive plan and xint bfts incl medical/dental & life ins, vacation, holidays, employee assistance program, and Section 125 after 4 mos. Call for more info, send resume, or apply in person; RTJJ. Duties include servicing & repairing sawmill equipment and performing preventive electrical & hydraulic equipment maintenance. 40 flexible hrs/wk plus overtime. Small, reputable family business serves Mendocino County. Req metal fabrication (welding & layout), electrical (DC) & hydraulic experience. Sawmill exp a plus. Must be a fast learner with right to work. EOE

SENIOR EQUIPMENT MECHANIC

City of Fairfield
1000 Webster Street
Fairfield, CA 94533
707/428-7398

C: Personnel Office
\$2423-2945/mo plus benefit package. Call for more info or apply in person by 10/3. Repair & maintain City's diesel, automatic, & construction equipment. 40 hrs/wk Mon-Fri. Requires CA Smog, Brake & Lamp licenses; equivalent to 12th grade education (including or supplemented by a course in mechanical maintenance); minimum 3 yrs mechanical exp including heavy diesel mechanics; diesel, automatic & construction equipment exp; some supervisory skills; and own hand tools. Class I CDL preferred. AA/EOE

SHOP FOREMAN

OK Tires Inc.
4715 Auburn Boulevard
Sacramento, CA 95841
916/331-2751

C: Tom
\$17.50+/hr DOE, + commission. Bfts avail. Apply in person, send resume, or call for more info. Immediate opening. Supervise 5-7 employees, provide customer svc, make estimates, complete paperwork, handle problems, and work on cars when necessary. Hrs 7:30-5:30 Mon-Fri. Privately owned, 37-yr-old, 8-bay shop installs new tires and performs all repairs incl engine rebuilding. We provide the highest-quality svc avail. Req smog & class A brake lic, some auto shop foreman exp, CDL, DMV printout, and own tools. Must have integrity, know all facets of auto repair incl electronic ignition, and want a career move. EOE

ARA LIVING CENTERS**CNA / NA**

ARA Living Centers
550 Patterson Avenue
Pleasant Hill, CA 94523
415/939-5400

C: Sandy Heinleach / Personnel
\$5.45/hr (certified); \$5.35/hr (non-certified) + xint benefits. Call for appt or apply in person. Provide direct care and rehabilitation to all patients. Great position for students/housewives who need extra money; xint advancement potential in our large, long-term care chain. All shifts avail; flexible hrs & days around your schedule. We have 3 facilities in Pleasant Hill to choose from. If you enjoy helping the elderly and giving your best, we're looking for you! On-the-job training provided; certification classes available for continuing education. Must be energetic, motivated, and willing to learn.

CNA / NA

Heritage Convalescent Hospital
5255 Hamlock Street
Sacramento, CA 95841
916/331-4590

C: D.O.N.
Salary negotiable DOE, plus good benefits package. Call for appt or apply in person. Provide general patient care and ensure that quality service is given to all patients. Full & part-time and on-call shifts available. 99-bed skilled nursing facility, part of Sierra Medical Enterprises, is located by American River College. Great potential for advancement in our large corporation. No experience necessary. Certification provided in-house. Will train!

**BEVERLY ENTERPRISES****CNA / NA**

Mark Twain Convalescent Hospital
900 Mountain Ranch Road
San Andreas, CA 95249
209/754-3823

C: Administrator
\$5/hr DOE, plus excellent benefits package. Call for appointment, send resume, or apply in person. Are you bored? Do you need extra money? Do you need to develop outside interests? If you answered yes, and enjoy working with the elderly, this job is for you! Provide top quality general patient care as a nurse's aide. FT, PT & on-call; all shifts available to suit your schedule. 99-bed SNF is located in the beautiful Mother Lode country, above the smog and below the snow. No exp necessary, will train. Homemakers & others with lots of energy encouraged to apply.

CNAs

Orangevale Convalescent Hospital
9280 Loma Lane
Orangevale, CA 95662
916/988-1935

C: D.O.N.
\$4.99/hr (non-certified), \$5.18/hr to start (CNA); plus 1 wk vacation and sick leave. Apply in person or call for appointment. Be in charge of general patient care and perform various related duties. Full-time day shift (8-2 or 7-3) or part-time night shift (10:45-7). Privately owned, 25-bed SNF has a pleasant home-like environment and great working conditions. Requires nursing assistant experience, motivation, and the ability to work well with others. Certification preferred.

CNAs

Diamond Heights Nursing Center
1790 Muir Road
Martinez, CA 94553
415/228-8383

C: Director of Nursing / Administrator
Salary negotiable and benefits available. Call for appointment or apply in person. Be in charge of providing quality care for patients. If you enjoy flexible duties in a team atmosphere, apply now. Great potential for career advancement! All shifts available with flexible hrs to suit your schedule. We are a 99-bed SNF under new ownership that is seeking enthusiastic & dependable professionals who can live up to our reputation for quality patient care. Must have nurses' aide certification. Will train.

DENTAL HYGIENIST

Kenneth W. Palmer, DDS
527 East Center Street
Martinez, CA 94538
209/823-7855

C: Dr. Palmer or Linda
Salary DOE/DOQ, plus vacation, sick leave, health insurance, and uniform allowance. Call for appt or send resume. We are seeking a dedicated, caring professional to join us. Perform RDH duties including prophylaxis, root planning, patient education, and occasionally take X-rays. Full-time (4 days/wk) 8-5 Mon-Thu. Established over 20 yrs ago, our family practice emphasizes personalized patient care. Requires Calif RDH & X-ray licenses. EOE

DENTAL HYGIENIST

Jeffery Bellinger, DDS
1640 Tiburon Boulevard / P.O. Box 38
Tiburon, CA 94920
415/435-3371

C: Personnel Office
Salary negotiable, DOE, plus medical & dental insurance. Call for appointment. X-ray teeth, enter data on patient charts, file charts, consult & educate patients on hygiene procedures, and perform prophylaxis. Full or part-time available; 8:30-6 Mon-Thu plus one Sat/month. We've been providing quality dentistry for 15 years. Must be registered dental hygienist who enjoys working with people. Conscientious, organized, motivated RDHs, apply now! US citizenship required.

D.O.N.

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1617 Ramirez Street
Marysville, CA 95901
(916) 742-7311

D.O.N. / Administrator

Beverly Manor, the largest long-term care chain in America is currently seeking out professionals to uphold our reputation for administering quality care and service. Current openings in Stockton and San Andreas.

We offer a great salary range and comprehensive benefits package.

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Frank Garrison

BEVERLY ENTERPRISES

1815 Mangrove
Chico, CA 95926
(916) 893-0575

DIRECTOR OF NURSING

Gold Country Health Center
4301 Golden Center Drive
Placerville, CA 95667
916/821-1100

C: Administrator

Salary commensurate with experience, plus excellent benefits package. Call for appt or send resume. We are currently seeking a good leader and motivator to be the director of our nursing staff. Full-time management opening. Private non-profit SNF is located in a beautiful & desirable location, below the snowline and surrounded by the overwhelming El Dorado Mtns. We offer flexibility and great working conditions. Prefer DON exp in a long-term care facility. Medicare background desired.

DIRECTOR OF NURSING SERVICES

Amador County
108 Court Street
Jackson, CA 95842
209/223-8456

C: Personnel

Salary DOE/DOQ, plus excellent benefits. Call for more information or apply in person. Supervise & evaluate faculty participating in programs. 40 hrs/wk. 90-bed (44 acute, 46 SNF) facility is located in the attractive Sierra foothills community of Jackson. Requires BS in nursing, director of nursing services master's degree in nursing or administration, and 5 yrs nursing administration supervision experience. EOE

DIRECTOR OF STAFF DEVELOPMENT

Care West - Sierra Nursing Center
310 Oak Ridge Drive
Roseville, CA 95678
916/782-3188

C: Andy Wallace

Excellent salary plus good benefits package including paid vacation and sick leave, and health, dental & vision insurance. Apply in person or call for appointment. Plan & implement education and in-service programs, teach nurses' aides pre-certification classes, and give orientations to new employees. Full-time position, inquire for details. Our 67-bed skilled nursing facility is in the Sacramento Valley near excellent recreational areas, and features a clean, supportive work environment. Must have current LVN license. EOE

Biomedical Technician

Come join our 49-bed acute care facility. We offer xint recreational opportunities including great hiking, hunting, fishing, skiing, and rafting.

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Grande Ronde Hospital
P.O. Box 3290
La Grande, Oregon 97850
or call
(503) 963-1479
EOE

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To apply call:

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Mail to:

Northern Testing Center
P.O. Box 161328
Sacramento, CA 95816

EOE

EMTs / PARAMEDICS

Yolo Ambulance
P.O. Box 1776
Woodland, CA 95665
916/862-1774

C: Personnel Manager

Competitive salary plus xint benefits including vacation, holidays, sick leave, and medical, dental & vision ins. Call for appt or send resume. Respond to medical emergencies (911 and private transports). Urban & rural response is 10 calls per day. Great opportunity for experienced professionals to advance into management positions. Full-time, 10 shifts per month. Come join a growing emergency medical service with 2 locations in Woodland and Davis. Must be CA certified and have a clean DMV record. Will provide assistance for class certification if not certified. EOE

"Good enough" is only a friend to mediocrity.

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Hand Rehabilitation Associates
5175 Johnson Drive
Pleasanton, CA 94586
415/463-3263

C: David Geisinger / Office Manager
\$28,000-38,000/yr DOE, + medical/dental, life, disability, CE, profit sharing, OT pay, uniform allowance, vacation, holidays & in-service educ. Call for appt. OTR & RPT positions available for career/growth-oriented individual. Specialize in the upper extremity, but practice is not limited to this area; treat other musculoskeletal problems including acute orthopedically injured or industrial patients, cumulative trauma disorders, post-plastic & reconstructive surgery, burn care & research. FT. Fast-growing private practice req Calif OT or PT lic. ASHT membership and 2 yrs hand therapy exp preferred.

**NURSING**

FAIR OAKS HOSPITAL

Fair Oaks Hospital, an adult acute psychiatric hospital, has begun interviewing candidates for Director of Nursing. Successful applicants will be dedicated to quality care, knowledgeable, progressive, flexible and hardworking. Qualifications: CA RN license, BSN, 6 yrs exp, 3 yrs clinical psych, 3 yrs in administration.

Contact: Elaine Brown
Fair Oaks Hospital (916) 967-8277

Veterans Administration Medical Center**Physical & Occupational Therapists**

The VA Medical Center in Martinez has positions available for Physical Therapists and Occupational Therapists in a university-affiliated 402-bed acute care facility. Benefits include:

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- ◆ Tax-deferred retirement benefits
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- ◆ Opportunities for continuing education

Competitive salaries commensurate with experience and education. US citizenship required. Interested individuals contact:

Personnel Department
(415) 228-6800, ext 219 or 221

VA Medical Center
Martinez, CA 94553

Equal Opportunity Employer



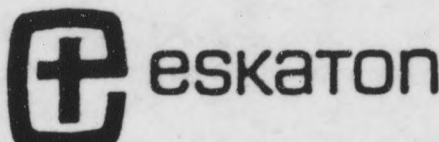
Medicine/Health Care

**ACTIVITIES DIRECTOR (part-time)**

Clinton Village Convalescent
1833 10th Avenue
Oakland, CA 94606
415/538-6512

C: Activities Director

Salary negotiable; excellent benefits available. Send resume or apply in person. Seeking an enthusiastic & creative individual to act as assistant to the activities director and coordinate various recreational activities for patients. A fun position for someone who enjoys flexibility & creativity. FT, Fri, Sat & Mon. A part of Prosen Health Services Inc. (an independent health care corporation), Clinton Village Convalescent Hospital is a 99-bed SNF offering a pleasant environment and wonderful advancement opportunities. Experience preferred, but not mandatory.

**CNAs**

Homestead of Fair Oaks
11300 Fair Oaks Boulevard
Fair Oaks, CA 95628
916/985-4883

C: D.O.N. / Linda St. Clair

\$5.02/hr plus benefits package; \$5.91/hr per diem. Excellent benefits available. Call for appt or apply in person. Administer general patient care. We're seeking special nurses who have a love for the elderly and can share in the satisfaction from their accomplishments. FT, PT & on-call; 10-2 & 4-8 shifts available. Work in any of several units including our Alzheimer's Unit (new program) or our distinctive rehab program. Req nursing nursing certification. New grads: come visit our facility and see what we can offer you! Great work for a '2nd job' or for students.

D.O.N. - R.N.

◆ 99-bed SNF located in the beautiful Motherlode country, above the smog and below the snow!

◆ New graduates/experienced apply now!

◆ Excellent benefits.

Contact Administrator

Mark Twain
Convalescent Hospital
900 Mountain Ranch Rd.
San Andreas, CA 95249
(209) 754-3823



LABORATORY TECHNOLOGIST / SUPV

Eaton Medical Group
445 West Eaton Avenue
Tracy, CA 95378
C: Administrator
Competitive monthly salary plus bnf including pension and profit sharing; health insurance available. Send resume, references & salary history/reqs. Responsible for dept management. Enter reports into dept computer and oversee phlebotomist, technologist & analyst (supervise a total of 4-6 in dept). Hrs 8-6 Mon-Fri (no weekends). Rapidly growing medical group currently has 20 physicians. Must be organized, responsible leader with a professional attitude. Certified medical technologist with medical supervisory exp preferred. US citizenship required. EOE

LVN

Eaton Glenwood Manor
501 Josiah Avenue
Sacramento, CA 95838
916/622-8858
C: Administrator or D.O.N.
Salary commensurate with experience, plus excellent benefits. Call for appt or apply in person. Pace medications and administer light treatments. Great advancement potential with the large Eaton Corporation. Full or part-time PMs & occasional nights. Located in the heart of Sacramento, 120-bed intermediate facility has a reputation for quality care. Requires Calif LVN license. New graduates welcome.

LVN / PHLEBOTOMIST

Stockton Plasma Center
248 East Church Street
Stockton, CA 95203
209/465-0284
C: Anita Coleman
\$8/hr plus benefits (for full-time positions) including vacation, holidays, medical & dental ins., and credit union & savings plans. Call or come in & fill out an application; immediate employment possible! Duties include performing phlebotomies on donors. Full-time (7-4 Mon-Fri) or part-time positions available. Come join our well-established, automated plasma center. (Parent company is Miles Inc. - Cutter Biological Inc.) Requires Calif LVN license and CPR certificate. EOE

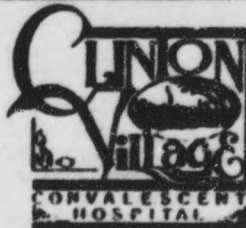
LVN

Care West - Sierra Nursing Center
310 Oak Ridge Drive
Roseville, CA 95678
916/782-3188
C: Andy Wallace / Administrator
Excellent salary plus good benefits package (for full-time positions) including paid vacation, holidays & sick leave, and medical & dental insurance. Call for appointment or send resume. 67-bed skilled nursing facility is currently seeking enthusiastic, dependable individuals to join our supportive nursing team. Perform charge nurse duties including passing medications and treating patients. Full-time PM shift, part-time night shift, and on-call & relief positions available. Requires current Calif LVN license.



LVN

Hy-Land Convalescent Hospital
787 East Fremont Avenue
Sunnyvale, CA 94087-2890
408/739-4280
C: D.O.N.
Guaranteed top rates plus benefits & bonuses. Call for appointment or apply in person. We're currently seeking motivated, energetic professionals to join our nursing team. Be in charge of passing meds, administering treatments, and ensuring top-notch care. FT/PT; days & evenings available. 99-bed SNF is part of Beverly Manor, America's largest chain of convalescent hospitals. We offer excellent advancement to all our employees who show initiative & drive to be great nurses. Must have LVN license. If you just received your license, feel free to come in and see us, too!



LVN

Clinton Village Convalescent
1833 10th Avenue
Oakland, CA 94608
415/538-6512
C: D.O.N.
Above-average salary plus excellent benefits package. Call for appointment or apply in person. Seeking enthusiastic, well-organized professionals to be responsible charge nurses. Full-time, PM & night shifts available (you choose). Independent health care corporation is part of Protean Health Services Inc. Our 99-bed SNF offers a pleasant working environment and wonderful opportunities for advancement. Requires LVN license.

LVN

Pittsburg Convalescent Hospital
535 School Street
Pittsburg, CA 94565
415/432-3831
C: D.O.N. or Administrator
Competitive salaries commensurate with experience, + great benefits! Call for appt or apply in person. If you're an LVN, come visit us today! Seeking motivated & career-minded individuals who will be both an asset and delight to our patients & staff. Duties include administering medication and providing patient treatments. FT & PT positions, AM & PM shifts with flexible scheduling to suit your needs. Privately owned 40-bed SNF, located east of Concord, has great advancement opportunities for professionals who give quality care and have team spirit. Requires Calif LVN license.

MEDICAL ASSISTANT

Med-7 Urgent Care Center
P.O. Box 703
Carmichael, CA 95608
916/488-8337
C: Fran Hendren / Office Manager
Salary DOE (to be discussed at interview), plus medical insurance and 1 wk vacation. Send resume. Large, well-established urgent care clinic seeks an individual to assist doctor in examinations, take vital signs, and conduct lab tests. Full (4 ten-hr days/wk) or part-time (2 or 3 ten-hr days/wk) flexible positions. Prefer medical assistant certificate (but not required) and experience involving lab & patient contact. EOE

PHYSICIANS CLINICAL LABORATORY

MEDICAL TECHNOLOGIST
Physicians Clinical Laboratory
3301 C Street, Suite 100-E
Sacramento, CA 95816
916/325-2007
C: Pat Hunter / Personnel Department
Competitive salary DOE, + bnf including life, accident, health/dental, vision & long-term disability ins. Call or send resume; RTJ.I. Perform routine, specialized & emergency laboratory testing of biologic specimens; provide accurate & timely information to physicians for diagnosis. Full-time; various shifts available (to be discussed at interview). This CA regional reference lab performs clinical tests for a variety of health care providers. Requires CA license and at least 1 yr medical technologist exp. Technician SMAC experience desired. EOE M/F/H

MEDICAL ULTRASONOGRAPHER

Diagnostic Radiological Imaging
79 Scripps Drive, Suite 100
Sacramento, CA 95825
916/821-1300
C: Marge Gorthy
Excellent salary DOE, plus full benefits including health, dental & life insurance, 3 wks vacation after 1 yr, 1 wk personal time, holidays, pension, and profit sharing. Send resume. Join our busy outpatient imaging center. Perform diagnostic ultrasound exams on patients. Full-time Mon-Fri; day hrs to be arranged. We have a great staff, lovely environment, and state-of-the-art equipment. Requires scanning, OB/GYN, abdominal, small parts & Doppler experience. ARDMS (American registered diagnostic medical sonographer) license preferred. EOE

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Supervise 30 providers & 6 staff model sights. Liaison with 25 medical groups in 6 counties.
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Board certification & 3 yrs Administration exp required.
Please send CV to:
Sam Ho, MD



maxicare
health plans, inc.

828 San Pablo Avenue
Albany, CA 94706

DIRECTOR OF NURSING

Elmhaven Convalescent is currently seeking a professional who has great leadership ability and works well with others in a team-oriented environment.
Salary - Commensurate with your experience.
Benefits - Excellent package includes medical, dental, life, retirement, credit union vacation, holiday, and sick leave.



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Contact: Administrator

EMERGENCY ROOM SUPERVISOR

Join our team of nursing professionals at Selma District Hospital, a family-centered, community-oriented facility providing comprehensive services to Fresno County residents. If you like challenge & are goal-oriented, an excellent opportunity as our nursing supervisor awaits you in Urgent Care. You will have an opportunity to use your clinical skills and supervisory abilities in a new 8-bed ER with expanding services. Staff RN positions also available in MED/SURG, Surgery & ER.

We offer a competitive salary & benefit package

To be considered, call:
Patti Kelly / Director of Human Resources

SELMA DISTRICT HOSPITAL
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(209) 891-1000

RNs, LVNs - Hemstead of Fair Oaks

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♦ Excellent Benefits
♦ Friendly Atmosphere
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♦ Those who have a love for the elderly
♦ Special People

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eskaton
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(916) 965-4663



3-11 EMERGENCY ROOM RN
Part-time position available for an experienced Emergency Room RN on the 3-11 shift. Prefer MICN.

EMERGENCY ROOM LVN
Full & part-time LVN positions available on the 3-11 shift in a busy base hospital. Must have previous emergency room experience.

EMERGENCY ROOM RN
Full-time position available on the 11-7 shift for an experienced emergency room nurse in a busy base hospital. Prefer MICN. Management capabilities required.

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Newly constructed ICU now hiring RNs for 12 hour shift. (7pm - 7am). Varied exposure to medical, surgical & trauma intensive care patients. State-of-the-art monitoring equipment. Excellent benefits with clinical advancement opportunities in warm caring atmosphere. ICU experience required. Certificate preferred.

RN - PEDIATRICS
Part-time RN position available in the Pediatrics on the 11-7 shift. Management capabilities required.

LVN PEDIATRICS
Full-time & part-time LVN positions available on the 11-7 shift in the Pediatrics Dept.

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525 West Acacia Street
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(209) 944-5550 ext 3131

Sutter Solano Medical Center, a 108-bed acute care facility, with recently opened state-of-the-art emergency intensive care facilities, has the following positions currently available:

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EMERGENCY ROOM
Full-time PMs

RN - EMERGENCY ROOM
Full-time Nights

PHARMACIST
On-call

STAFF PHYSICAL THERAPIST
Full-time

PHYSICAL THERAPIST / ATC
Full-time

RNs and LVNs
On-call

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Medical Center

300 Hospital Drive
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(707) 554-5244
Jobline: (707) 554-5243
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The Best Health Care Services Depend Upon The Best Staff

Sutter Health is one of the largest health care providers in Northern California. Sutter Sacramento, an affiliate of Sutter Health, includes 677 bed acute care facilities located in Sacramento. Additionally, we have facilities in the communities of Davis, Vallejo, Novato, Crescent City, and Los Banos.

Boundless opportunities for health care and other professionals exist at our facilities. We believe that our human resources are our opportunity... our guarantee for the future.



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1-800-544-8778
or send your resume:
3000 L Street, Suite 104
Sacramento, CA 95816

Sutter Health

EOE/AA/M/F/H

♦ **RN/LVN** ♦
Staff Developer, Part-time.
♦ **RN/LVN** ♦
All shifts avail. Full-time & Part-time.
♦ **CNAs** ♦
All shifts available. Full-time.
Come in and check out our new wage scales!
Contact: D.O.N. at:
Greenbrae Convalescent Hospital
1220 South Eliseo Drive
Greenbrae, CA 94904
(415) 461-9700
Eskaton-Guardian Division
A non-profit corporation

Come join our team of professionals at Northern Valley Indian Health. Work in a lovely, rural community, with many recreational opportunities including water skiing & fishing.

- ♦ **Dentist** - Part-time, 2 days/week (Wed afternoon/evening & Sat).
- ♦ **Dental Hygienist** - Part-time (temporary), 3 days/week (flexible scheduling).
- ♦ **Registered Nurse** - Full-time. (Position avail in Willow Clinic).
- ♦ **Community Organizer** - For Women's alcoholism prevention program. Counseling and organizational exp needed. Knowledge & understanding of alcohol and Indian & women's issues.
- ♦ **MSW** - Full-time. CA license req.

Please send resume or contact:
Northern Valley Indian Health
2167 Montgomery Street
Oroville, CA 95965
(916) 534-8440 or
(916) 534-7463 (for dental positions)
Native Americans encouraged to apply
Closing date 9/12/88



Mercy Healthcare Sacramento

MEDICAL TRANSCRIBER (part-time)

Mercy Healthcare Sacramento
Division of Catholic Healthcare West
7750 College Town Drive, #101
Sacramento, CA 95826
916/366-3115
C: Lowell Carrel / Employment Coord
\$6.08-9.84/hr, plus generous benefits package.
Call or write for more information. Mercy
Hospital is a 385-bed acute care facility located
in one of Sacramento's most beautiful &
distinguished residential areas. Seeking a de-
pendable professional to join our team. Tran-
scribe a variety of medical records & reports.
PT, 4 days/wk available immediately. Requires
1 yr recent medical transcribing experience,
typing of 800 lines/shift, and substantial knowl-
edge of medical terminology. EOE M/F/H

NURSE PRACTITIONER / PHYSICIAN'S ASST

Sacramento Medical Clinic
2420 North California Street, Suite 1
Stockton, CA 95204
209/948-1020 or 473-3229
C: Tong Vang / Office Manager
Salary negotiable DOE, plus full benefits
package for full-time positions. Call for appt.
Counsel & work with patients in Sacramento
Office. Full or part-time positions available.
Mon-Fri (hrs & days to be arranged). Join our
busy, family-oriented medical practice. Must be
a licensed nurse practitioner or physician's
assistant. Will train new grads! EOE

NURSES

Mendocino Coast District Hospital
700 River Drive
Fort Bragg, CA 95437
707/861-1234 x299
C: Personnel Department
Competitive salaries and excellent benefits.
Call for information. Nursing positions available
in OB, labor & delivery, med/surg, and ICU.
This 54-bed ACU provides quality care and
offers a wonderful living environment on the
spectacular Mendocino Coast. PT/FT (20-40
hrs/wk) and contingent (fill-in) positions open
for AM, PM & night shifts. Must have a Calif RN
or LVN license.

OPERATING ROOM SUPERVISOR

Bloss Memorial District Hospital
1801 3rd Street
Auburn, CA 95601
209/366-6201
C: Personnel Department
\$32,000/yr DOE/DOQ, + xmt benefits including
medical/dental & vision ins, sick leave, and
vacation. Send resume or call for info. Great
opportunity for management position in OR
nursing for the right motivated staff nurse. Be
in charge of staff & surgical case scheduling
and sterile supply. FT; hrs vary depending on
OR schedule (which ranges from 7-4:30
Mon-Fri). Come join our friendly staff. Our
modern 23-bed acute care hospital is located in
the San Joaquin Valley (about 1 hr from
Yosemite National Park) near Castle AFB.
Requires Calif RN license and varied OR
experience. EOE

PLASMA CENTER TECHNICIANS (2, part-time)

Alpha Plasma Center
1615 19th Street
Sacramento, CA 95814
916/441-3700
C: Pat Hurley / Director
\$4.25/hr (5% increase after 90-day proba-
tionary period) + medical ins after 12 mos. Call
for appt or send resume & references. 4-yr-old
national plasma center group affiliate seeks an
individual to question & screen donors (take
temperature & blood pressure), draw blood,
pay donors, operate computerized cash regis-
ter & 3-line phone system, set appts, file, and
keep a daily log of plasma weight. 20 flexible
hrs/wk (mostly AM) incl Sat. Must be orga-
nized, patient & have a professional attitude.
Exp as a medical assistant and knowledge of
medical terminology desired. Will train. US
citizenship req. AA/EOE



Mercy Healthcare Sacramento

RADIOLOGY TECHNOLOGISTS

Mercy Healthcare Sacramento
7750 College Town Drive, #101
Sacramento, CA 95826
916/366-3115
C: Lowell Carrel / Employment Rep
Competitive salary, \$10.48-12.72/hr DOE, plus
exceptional benefit package. Call or write for
more information; RTJJ. Mercy Healthcare
Sacramento is made up of a progressive group
of 3 acute care facilities located in some of
Sacramento's most desirable residential areas.
Seeking caring professionals to position, im-
mobilize, and prepare patients for X-rays. Full &
part-time positions available. Must be an expe-
rienced radiology technologist (CRT, ARRT
license preferred).

RESPIRATORY THERAPIST

Thompson & Darvish Cardiopulmonary
P.O. Box 6886
Clearlake, CA 95422
707/263-5651
C: Carla Young / Cardiopulmonary Dept
Salary negotiable, plus vacation, holidays, sick
leave, medical insurance, and pension plan.
Call for appt. Join the friendly staff at Lakeside
Community Hospital, a 60-bed facility located in
a clean, beautiful resort & retirement commu-
nity. Looking for a respiratory therapist to treat
patients and provide quality care. Full-time;
varied shifts (days & hrs to be arranged). Must
be a certified respiratory therapist. EOE

RN

West Valley Dialysis
14851 South Bascom Avenue
Los Gatos, CA 95032
408/356-3721
C: Joy
Competitive salary plus full benefits package.
Call for more information. Trainee positions
available for RNs to treat patients in modern
dialysis clinic. Excellent opportunity to start a
specialty career. Full-time, flexible positions;
four 10-hr or three 12-hr shifts. Located in a
beautiful area, 5-facility clinic is the newest,
most modern of its kind, featuring all high-tech
equipment, and easy access to all major
freeways including I-880, 280 & 101. Requires
Calif RN license.

RN - LVN

Novato Convalescent Hospital
1885 Hill Road
Novato, CA 94947
415/887-6161
C: D.O.N.
Competitive wages commensurate with experi-
ence, plus vacation, holidays, sick leave, major
medical or HMO plan, dental & life ins, profit
sharing, and retirement plan. Call for appt or
apply in person. Charge & treatment nurses
needed at our 187-bed SNF. Treat patients &
supervise staff. Great advancement opportunity
for motivated, energetic & career-minded pro-
fessionals. Full & part-time positions, PM &
night shifts avail (flexible scheduling). We are
seeking people to add to our quality-care team.
Come enjoy the relaxing North Bay area. Must
have RN or LVN license. New graduates
welcome!

RN / LVN

Apple Valley Convalescent Inc.
1035 South Gravenstein Highway
Sebastopol, CA 95472
707/823-7875
C: D.O.N.
Salary commensurate with experience, plus
great benefits package. Call for appt, send
resume, or apply in person. Currently hiring for
charge & treatment nurse positions. If you are
a caring individual with the motivation &
enthusiasm needed to provide top-quality pa-
tient assistance, apply now! Full-time flexible
day, PM, or night shifts to fit your schedule.
Returned 95-bed SNF is under new manage-
ment and has all new equipment for our
employees' and patients' convenience. Re-
quires current Calif RN or LVN license. New
graduates welcome for day & PM shifts. Interim
graduates also accepted.

RN / LVN

Hy-Lond Convalescent Hospital
4635 College Oak Drive
Sacramento, CA 95841
916/481-7434
C: Administrator or D.O.N.
Salary to be discussed at interview. Xmt bfts
include vacation, holidays, medical & dental
ins, jury-duty pay, and tuition assistance. Call
for appt. Work as a shift supervisor. Hy-Lond
prides itself on quality care and staff-patient
relationships. If you enjoy a closeness with the
elderly and its rewards, this position is waiting
for you! FT night shift, 11pm-7am. 120-bed
facility has a friendly, family-oriented atmo-
sphere. We believe in giving the best and
receiving the greatest satisfaction in return.
Req Calif RN/LVN license. New graduates
welcome.



BEVERLY ENTERPRISES

RN / LVN

Beverly Enterprises
99 South Oakland Avenue
Pasadena, CA 91101
818/778-0154
C: Ann Pope / Regional Recruiter
Negotiable salary commensurate with experi-
ence, plus 2 wks vacation, 8 holidays, sick
leave, medical, dental & life insurance, and
jury-duty pay. Call for appt or send resume.
Charge and treatment nurse positions available
with our large, expanding company. We seek
individuals who can administer quality patient
care and work well with others in a team-or-
iented environment. Full-time; all shifts avail-
able. Openings in various areas ranging from
Los Angeles to Arizona & Nevada. Requires
Calif RN or LVN license. On-the-job training
provided for new graduates.

The measure of a man is not
how people serve him, but
how many people he serves.

RN / LVN

Elmhaven Convalescent
6940 Pacific Avenue
Stockton, CA 95207
209/477-4817
C: Administrator
Salary commensurate with experience, plus
excellent benefits including vacation, holidays,
sick leave, medical, dental & life insurance,
profit sharing, credit union, and retirement
plan. Call for appt or send resume. 120-bed
skilled nursing facility is currently seeking
enthusiastic & motivated individuals for charge
nurse positions. Great advancement potential
with our supportive team. Full-time day shift
(LVN); other shifts also avail for RNs/LVNs.
Requires current Calif RN or LVN license. New
graduates welcome!

RN / LVN

Cypress Acres Convalescent Hospital
1633 Cypress Lane
Pasadena, CA 95888
918/677-8316
C: D.O.N.
Negotiable salary DOE + xmt benefits in-
cluding vacation, medical, dental & life ins, and
wellness program. Call for appt/apply in person
(9-5 Mon-Fri). Charge position avail. Report to
the DON, supervise NAs, and perform various
other tasks. FT (PM shifts) & PT (vacation &
relief) positions available. 107-bed SNF with a
preexisting, 29-bed ICF is located in a lovely
area, 15 minutes from Lake Oroville & other rec
facilities. Tired of city life? Looking for a
change? Come see what we have to offer! Req
Calif RN/LVN license. Prefer long-term care
exp, but will train. New/interim grads welcome.

SAN QUENTIN STATE PRISON

R.N. II

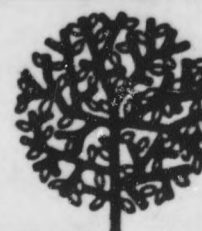
Employment opportunities
available for RN II's. Immediate
Openings for qualified indi-
viduals seeking permanent
employment.

State application forms may be
obtained from the local E.D.D.
Call Joe (415) 454-1460 ext 2211
for minimum qualifications.

Send applications to:

San Quentin State Prison
San Quentin, CA 94964
Attn: Personnel

EOE



BEVERLY ENTERPRISES

RN / LVN

Hy-Para Convalescent Hospital
4520 North El Dorado Street
Stockton, CA 95207
209/477-0271
C: D.O.N.
Salary commensurate with exp; great advance-
ment incentives and excellent bfts. Call for appt
or apply in person. Charge nurse responsibilities
include supervising nurses, giving treat-
ments, and ensuring that all patients receive
quality care. 119-bed skilled nursing facility is
waiting for you to join our #1 team! FT or PT
flexible positions to fit your schedule; all shifts
available. We are a part of Beverly Enterprises,
one of the largest long-term care chains. Req
current Calif RN/LVN lic. Must be motivated,
enthusiastic, and work well in a team-oriented
environment. New grads welcome.

RN / LVN

Katherine Convalescent Hospital
315 Alameda Avenue
Salinas, CA 93901
408/424-1878
C: Administrator or D.O.N.
Negotiable salary commensurate with experi-
ence; benefits available. Call for appt, send
resume, or apply in person. 51-bed skilled
nursing facility is currently seeking outgoing,
enthusiastic, motivated professionals to treat
patients. Charge positions offer great working
conditions and advancement potential. If you
enjoy close relationships with your patients and
a team-oriented environment, apply now; we're
waiting for you! Full-time day or night positions.
Facility is part of the Medirest Corporation.
Req current Calif RN/LVN lic. New grads
welcome. Interim grads invited to apply.

RN / LVN

Fairmont Rehabilitation Hospital
950 South Fairmont
Lodi, CA 95240
209/366-0883
C: D.O.N.
Salary (with night differential) commensurate
with experience, plus excellent benefits. Call
for appt or apply in person. Charge position
available for an individual with good supervi-
sory & communication skills. Supervise nursing
staff and ensure smooth hospital operation. If
you enjoy a family-like atmosphere, apply now.
Beginning in a month, but we're seeking the right
individual now; don't hesitate to apply! FT night
shift; every weekend off. Small, pleasant SNF
offers quality patient care. Requires Calif RN or
LVN license. We offer an extensive orientation
& training program.

Your resume is a reflection
of you. It often reveals how
you think, how well organized
you are, and how effectively
you can communicate.

RN / LVN

Elona Memorial Convalescent Hospital
2716 Ohio Avenue
Richmond, CA 94804
415/233-8720
C: D.O.N. or Administrator
Salary open plus fringe benefits. Call for
appointment. This 43-bed skilled nursing fa-
cility has a friendly working environment. Our
supportive nursing team is currently seeking a
qualified & dependable professional for a
charge nurse position. All shifts available
immediately. Req current Calif RN/LVN license.
Long-term care experience preferred, but not
essential.

Director of Nursing Services

An exciting career opportunity exists for an in-
dividual who can provide daily leadership, orga-
nization, and coordination for our nursing staff.
Successful candidate will have good knowledge
of Title 22, exp as a D.O.N.S. or Asst D.O.N.S.,
effective oral & written communication skills,
strong management/supervisory skills, and a
valid California RN license.

Established in 1888, Masonic Home for Adults
has 5 complexes set high in the beautiful South-
east Bay Hills. Home to over 400 adults who
are retired Masons (and their wives/widows), it
includes a 157-bed skilled nursing facility and
is an ideal environment for a dedicated geriatric
professional. An additional 120-bed SNF is
scheduled for completion in 1988.

Salary commensurate with successful record of
accomplishments, plus a truly excellent benefit
package, including a tax-sheltered annuity plan.

Please forward resume and salary
requirements to: Director of Personnel
Masonic Home for Adults
34400 Mission Boulevard
Union City, CA 94587
(415) 471-9434 ext 220

RNs

Mendocino Skilled Nursing Facility
131 Whitmore Lane
Ukiah, CA 95482
707/482-0736
C: Administrator or D.O.N.
Great salaries (negotiable) + xmt bfts package
including paid relocation expenses & apartment
location assistance for those moving to the
area. Call for appt, send resume, or apply in
person. Enthusiastic & caring professionals
needed! Charge positions administer medica-
tions and provide quality care. Great advance-
ment opportunities! All shifts available (pri-
marily PM shift, 3-11). Privately owned 113-bed
SNF is 30 mins from Clear Lake & close to the
Mendocino Mtns. Great location if you're tired
of fast-track city life & seek a change of pace.
Req current Calif RN license.



Mercy Medical Center

RNs

Mercy Medical Center - Redding
P.O. Box 6008
Redding, CA 95908-6008
916/225-6136
C: Personnel Department
Competitive salary DOE, plus medical, dental,
vision & life ins, 2 wks vacation, and pension
plan. Bfts are fully paid for FT employees and
partially paid for PT. Send resume or call for
information. Our acute care facility (200+
beds) has opportunities for RNs in 10 special-
ized areas, depending on qualifications. FT
(four or five 8-hr days/wk), PT (three 8-hr
days/wk) and supplemental days/hrs are avail
on all shifts. (Availability of supplemental days
& hrs depends on workload.) Mercy employs
over 1000 people and is surrounded by excel-
lent recreational areas. Calif RN license re-
quired. EEO Employer

Our Advertisers
Get What They
Deserve...
Results!!

Call CJJ (916) 925-0800

RNs / LVNs

Glenn General Hospital
1133 West Sycamore Street
Willows, CA 95986
916/834-3351
C: Fran McRae or Kathleen Wells
\$12.10+/hr DOE/DOQ, plus medical, dental,
vision & life insurance after 30 days, vacation,
holidays, sick leave, pension, and FREE TRIP
TO HAWAII (after 6 mos) for full-time RNs!
Send resume or call for appt. Perform direct
patient care at this 32-bed general hospital.
Full-time, part-time and per diem positions (all
shifts) available, including part-time OR. Come
work at "The Caring Place" and enjoy small-
town living in friendly Northern CA. Requires
Calif RN/LVN license. New graduates welcome.
EOE

Laboratory Medical Technologist

Needed for our expanding acute
care hospital. Your chance to
join a growing clinical lab de-
partment by applying for this
full-time, night shift position.
Excellent 7-day on, 7-day off
shift schedule. Must be cur-
rently California licensed.

Contact: Personnel Department

TRACY COMMUNITY MEMORIAL HOSPITAL

1420 N. Tracy Blvd
Tracy, CA 95376
(209) 835-1500
ext. 4436 or 4441

Physical Therapist

Full-time. Requires current Calif
PT license. Hospital & rehab exp is
preferred.

Pharmacist

Full-time. Requires current CA
pharmacist license & hospital exp.

Tumor Registrar

Must be a certified tumor registrar.

We offer an excellent compensation
& benefit package.

Send resume to:

Mercy Hospital
2215 16th Street
Bakersfield, CA 93302
(805) 328-5580

(A Division of Catholic Healthcare West)

ADMINISTRATOR

Relocate to the beautiful San Jo-
aquin Valley in Central California.
Own a town of 300,000 that has
a great deal to offer:

Low housing costs
Short commute time
Easy access to recreational

Great environment for
raising children
Location, location, location!

Only 1 hour from Yosemite
Skiing, multiple
lakes, the Redwood

For more information, send
resume to: Rec
Dept, Suite 1
2215 16th Street,
Bakersfield, CA 93302

RNs (OPERATING ROOM)
Barton Memorial Hospital
P.O. Box 9578
South Lake Tahoe, CA 95731
916/541-3420 x261
C: Marilyn Crager or Manager

Salary DOE plus vacation, sick leave, holidays, and medical/dental insurance. Call for appt. Assist physicians in the operating room. All shifts available. Come join our friendly staff in beautiful South Lake Tahoe; located near excellent recreational facilities including ski resorts and hiking areas. Requires Calif RN license and minimum 1 yr operating room experience. EOE

Success is when you get up just one more time than you fall down.

RNs / LVNs
KIT Carson Convalescent
911 Court Street
Jackson, CA 95642
209/223-2231
C: Director of Nursing

Competitive salary (including pay differential for night shifts) plus complete benefits package including paid vacation, sick leave, and 7 holidays. Call for information. Join our 140-bed SNF. Newly expanded facility needs nurses to provide long & short-term care to patients of all ages. Full-time PM, relief & on-call shifts available. We have a friendly staff and are located in a scenic, small-town gold country community. Must have a current Calif RN/LVN license.

ARA LIVING CENTERS

RNs / LVNs
ARA Living Centers
550 Patterson Avenue
Pleasant Hill, CA 94523
415/939-5400
C: Sandy Heinisch / Personnel

Competitive salaries plus xmt bfts incl medical, dental & life, vacation, and wellness program. Call for appt/apply in person (9-5 Mon-Fri). Flexible position with varied duties. Explain patient admission/discharge procedures, work with patients' families, and assist patients with personal needs. If you seek a change from busy city life, visit us and experience our differences. PT flexible position, 8-5, 107-bed SNF w/29-bed, pre-standing ICF is in a beautiful area. Req Medi-Cal/Medicare program knowledge. Must have great communication/people skills & be bondable. Training provided. Students accepted.



RNs or LVNs
Beverly Manor Convalescent
1515 South Oregon Street
Yreka, CA 96097
916/842-4361

C: Staff Developer or D.O.N./Admin
Salary commensurate with exp, plus vacation, 8 holidays (personal holidays too), sick leave, medical, dental & life ins, stock options, and retirement. Call for appt/send resume. We offer a team-oriented environment & great advancement opportunities. Choose from treatment or charge positions. All shifts available. FT & PT varying shifts (6:45am-3:15pm, 2:45-11:15pm & 11pm-7:30am). Our friendly, home-like 99-bed SNF is located in the beautiful Siskiyou mountains, a wonderful location for those tired of fast-paced city life. Requires Calif RN/LVN lic. New grads are welcome. We offer intern programs.

Administrator/CEO

Van Nuys, a freestanding, privately held psychiatric hospital with an excellent reputation, and centrally located in the beautiful San Fernando Valley, is seeking an Administrator. The qualified candidate must have a strong financial background, knowledge of JCAH requirements, and good communication & leadership skills. MHA or related degree required, psych exp preferred.

Please send resume w/ salary history to:
Marilyn Vasquez - Personnel Director
Van Nuys Hospital
15220 Vanowen Street
Van Nuys, CA 91405
908

SENIOR SPEECH PATHOLOGIST
Sierra Developmental Center
805 South 21st Street
Sparks, NV 89431
702/359-6100
C: Personnel Department

\$2002-2714/mo DOE/DOQ, plus medical/dental, life & vision ins. Call for appt/more info. Provide diagnostic assessment & therapeutic services; plan treatments for mentally retarded persons of all ages; work as member of multi-disciplinary team, developing treatment training programs. 40 hrs Mon-Fri. State intermediate care facility is in the High Sierras near Reno. Req BA degree in speech pathology and 3 yrs FT exp working under a licensed speech pathologist; or MA in speech/language pathology and 1 yr FT experience; state of Nev license; and lots of patience & enthusiasm. EOE

SENIOR THERAPIST / CLINIC SUPERVISOR
Hand Rehabilitation Associates
5175 Johnson Drive
Pleasanton, CA 94566
415/463-4263
C: David Giesinger / Office Manager

\$40,000-45,000/yr + medical/dental, life, profit sharing, disability, CE, uniform allowance, OT pay, vacation, holidays & in-service education. Call for appt. Seeking a PT or OT to supervise fast-growing private practice in SF/Oakland area. Practice specializes in the upper extremity, but also sees patients with a variety of muscular-skeletal problems including acute or chronically injured/industrial patients, post plastic & reconstructive surgery, cumulative trauma disorders, burn care, revascularizations & replants. FT. Req Calif OT or PT license and 2 yrs hand therapy exp. ASHT membership preferred.

Never use your company's stationery or postage meter to mail correspondence to prospective employers. Most would consider such misuse unethical and an indication of poor judgment.

SOCIAL SERVICES DIRECTOR (part-time)
Cypress Acres Convalescent Hospital
1633 Cypress Lane
Paradise, CA 95669
916/877-9316
C: D.O.N.

Salary negotiable DOE, + xmt bfts incl medical, dental & life, vacation, and wellness program. Call for appt/apply in person (9-5 Mon-Fri). Flexible position with varied duties. Explain patient admission/discharge procedures, work with patients' families, and assist patients with personal needs. If you seek a change from busy city life, visit us and experience our differences. PT flexible position, 8-5, 107-bed SNF w/29-bed, pre-standing ICF is in a beautiful area. Req Medi-Cal/Medicare program knowledge. Must have great communication/people skills & be bondable. Training provided. Students accepted.



X-RAY TECHNICIAN
Mercy Medical Center - Redding
P.O. Box 8009
Redding, CA 96089-8009
916/225-8136
C: Personnel Department

Competitive salary DOE, plus medical, dental, vision & life insurance, paid vacation, and pension plan. Send resume or call for information. Operate all equipment in the X-ray department which does all X-ray work for this acute care facility. Two PM shifts avail; 3:30-midnight with every other weekend off. Mercy has over 200 beds and is located near excellent recreational areas. Requires a CRT license. EEO employer

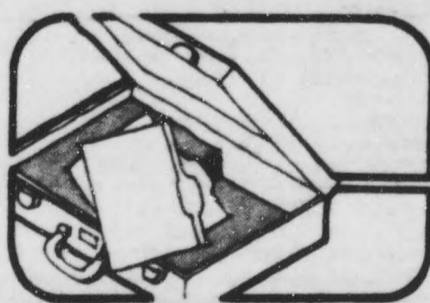
RNs

We are a progressive, 49-bed acute care facility, located in Hollister, seeking enthusiastic & caring professionals for our RN positions. All shifts available.

Must have one or more years exp in an acute care facility. Current BCLS-ACLS preferred. Also, must have the ability to cope with growth and change.



Contact:
Personnel Dept.



Professional Career

AREA MANAGERS (2)
All-Pro Management
Los Angeles, CA 90028
213/469-3032
C: Ken / Owner

\$1500/mo + 1-4% commission avail (negotiable) DOE/DOQ, + xmt benefits. Call for appt or more info; RTJJ. Deal with established clientele, operate computer terminals to make travel arrangements, and assist customers in getting to & from their destinations (vacation or business trip). Hrs 8-5 Mon-Fri + OT. Established travel agency has served Southern CA for 10 yrs and deals with high-profile customers. Must be outgoing, positive person with good verbal skill and ability to handle stress. Travel agency training & exp a plus. Computer & spelling skills prof. US citizenship req. EOE M/F/H/V

CHILDCARE WORKER
Stanford Home for Children
4144 Winding Way
Sacramento, CA 95841
C: Office

\$950-1150/mo DOE/DOQ, plus medical & dental benefits. Send resume; RTJJ. Supervise & oversee adolescents in the home, assisting in all aspects of day-to-day activities and helping to create a therapeutic environment. We are a small residential treatment center for troubled teens that offers good supervision and learning opportunities. 40 hrs/wk on shift basis (generally 4 days on and 3 days off). Requires BA degree in social science/psychology and a CA driver's license.

CONTRACT ADMINISTRATOR
Explosive Technology, Inc.
P.O. Box KK
Fairfield, CA 94533
C: Ben Callie

Competitive salary & relocation expenses. Send resume; RTJJ. Senior position responsible for proposal preparation, negotiations, and contract administration. Full-time position with this manufacturer of explosive-actuated devices for the aerospace industry. Requires undergraduate degree in business/technical field and exp performing the above duties. 5 or more yrs exp administering govt contracts in the aerospace industry is highly desirable. EOE M/F/H/V

Usually it is considered unacceptable for an applicant to initiate a discussion of salary during the first interview.

CURATOR
Vallejo Naval & Historical Museum
734 Marin Street
Vallejo, CA 94590
707/843-0077
C: John Swanson or Judy Furlong

\$16,500-18,000/yr DOE; benefits available. Send resume & references by 9/30/88. Manage museum, maintaining local historical collections & artifacts. Full-time; flexible hrs & days. Privately owned museum handles artifacts and changing collections including Smithsonian Arts & Sciences exhibits. Must be experienced curator. Prefer MA in history or museum studies and 2 yrs exp with historical collections. 2 yrs exp with historical photos & vintage textiles a plus. Must have right to work. EOE

Come join our team of professionals at Avenal District Hospital. 28-bed, rural facility is located in a growing small-town community (2 hrs from the coast and 1 hr from the mountains & skiing). Come grow with us!

- * Internist
- * ER Physician
- * Pediatrician

Board-eligible for all positions. Competitive salaries with excellent benefits package including health insurance, retirement plan, vacations, holidays, and sick leave.

Contact: Mr. Curtis Fowles/Administrator
(209) 386-8278 x145
or send resume to:
Avenal District Hospital
317 Alpine St., Avenal, CA 95304

EDITOR
Diamite Corporation
1825 McCandless Drive
Milpitas, CA 95035
C: Lonnie Brodie / Publications Dir
\$18,000-22,000/yr DOE/DOQ, plus medical/dental, life & vision insurance after 3 mos, and paid vacation, holidays & sick leave. Send resume & 2 writing samples; no phone calls please! Write for & edit a 32-page bi-monthly color magazine and a monthly newsletter, as well as other published material. Coordinate freelance photographers. Full-time, 8-5 Mon-Fri with this national direct sales organization's fast-growing magazine. Requires BA in journalism or equiv, and 1 yr exp in a related field. Familiarity with Macintosh desktop publishing essential. Graphic design knowledge a plus. EOE



EMPLOYMENT SPECIALIST
California Job Journal
2835 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
916/925-0800
C: Human Resources Director

\$1000/mo base + commission on all sales after 1 mo. 1st-yr earnings to \$25,000. Benefits include vacation, holidays & medical/dental ins after 4 mos. Send resume & salary history/reqs. Thorough training prepares you to help employers with their hiring needs; call on new/existing clients in a specific industry. Hrs 8-5 Mon-Fri. Largest, fastest-growing independent recruitment advertising publication has new offices in South Natomas. Must have personnel/employment agency exp, professional appearance, good math, grammar, spelling & strong people skills. Will consider heavy phone exp. TRAINING STARTS 9/10. AAVEOE

The Department of Labor publishes several books which can help you in your search for a new career. They are: *Occupational Outlook Handbook*, *Guide for Occupational Exploration*, and the *Directory of Occupational Titles*. You'll find them in the research section of the public library or the career sections of school libraries.

GROUP HOME COUNSELOR
Vallejoquest of California Inc.
507 First Street
Woodland, CA 95695
916/888-2103
C: Personnel Department

\$1300/mo + room & board; 1 wk vacation after 6 mos and holidays, sick leave, medical ins, profit sharing, and pension after 3 mos. Call for appt or send resume. Counsel teenagers 13 to 18 yrs old, conduct private counseling & discussion groups, and maintain records on each child. Live-in position best suited for single men and women. Work at different job sites. Full-time, 5 days/wk. Group home, near Lake Merritt in Oakland, is operated by a nationally recognized child-care organization. Requires Bachelor's degree, reliable transportation, and valid CDL. Some counseling exp preferred. EOE

PUBLIC INFORMATION COORDINATOR
Rancho Santiago Community College District
17th Street at Bristol
Santa Ana, CA 92706
714/667-3320
C: Personnel Department

\$1780/mo (subject to change/salary negotiation) + xmt benefits incl medical/dental, vision ins, vacation, holidays & sick leave. Call for diet appt; file by 9/12. Direct & implement district PR efforts; coordinate recruiting & marketing campaigns; collaborate with staff on outreach efforts; and do some photography, audio-visual, and writing/editing for various publications. Hrs 8-5 Mon-Fri. Req exp & training equivalent to BA in journalism, English, PR, or related coursework; + 1 yr media writing, publicity/PR work. Must be able to type, conduct interviews, proofread, and do research. CDL required. AAVEOE

PUBLIC INFORMATION OFFICER
Alameda County Office of Education
313 West Winton Avenue, Room 338
Hayward, CA 94544-1198
415/887-0152 x304
C: Kathy Erceg / Personnel Assistant

\$36,272-40,388/yr DOE/DOQ, plus medical insurance equivalent to Kaiser family rate. File county application by 9/12. Coordinate with school districts and write material for press releases & education promotion; plan & coordinate public information & data collection for office of education; and serve as liaison between superintendent & school districts, public agencies, and the general public. Full-time. Requires bachelor's degree (or equivalent experience) and 3 yrs related experience (qualifications may be subject to verification).

SR ECONOMIC DEVELOPMENT SPECIALIST
City of Garden Grove
City Hall
11391 Acacia Parkway / P.O. Box 3070
Garden Grove, CA 92640
714/741-5004
C: Personnel Office

\$3093-3775/mo + bfts including 10 vacation days & 11 paid holidays/yr, medical ins, and 7% PERS. File city application by 9/30. Perform responsible professional work in the preparation & implementation of City's economic development program including industrial development, redevelopment, and revitalization. Req 3 yrs progressively responsible economic development exp or graduate degree in related field; college degree in public admin, planning, business admin, social sciences, economics, or related field (or equivalent exp); and knowledge of CA Redevelopment Law. EOE M/F/H

Supervisors should carefully document disciplinary measures involving their subordinates. Then, if it becomes necessary to dismiss a worker, the action can be justified objectively.

TRAVEL AGENT TRAINEE

Trip Master Travel
1801 Century Park East
Los Angeles, CA 90067
213/562-7873 or 563-7432
C: Marsha Jacobs / President
\$700-800/mo DOE, plus vacation, holidays, and sick leave benefits. Call for appointment or more info; RTJJ. Established Southern CA travel agency seeking individual to train in making travel arrangements for business or vacation trips. 37 flexible hrs/wk. Requires HS diploma, common sense, good verbal skills, and transportation. Must be aggressive, outgoing, and have a positive attitude. Some college preferred. US citizenship required. AAVEOE



TRAINING/PERSONNEL SUPERVISOR
California Job Journal
2835 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
916/925-0800
C: Human Resources Manager

\$18,000-24,000/yr plus bonus plan and xmt bfts. Send resume/salary history. Conduct pre-screening interviews & perform related personnel functions, provide group/individual instruction (involving classroom & on-the-job product & als training) for new employees, consult with dept mgrs & monitor staff to determine/assist with ongoing training needs. Hrs 8-5 Mon-Fri. See "About the Job Journal" (page 3). Fast-growing company (approx 40 employees) is adding 5 sales or support staff/mo. Req min 5yrs supv & staff training-related exp (preferably in sales). Must be patient, creative, flexible, detail-oriented.

EXECUTIVE ASSISTANT 2 TRAINING SPECIALIST

Salary \$2094-2656 monthly
Announcement #CC80564
Excellent Benefit Packages

ADULT AND FAMILY SERVICES DIVISION

State of Oregon, AFS is recruiting for an Executive Assistant 2, Training Specialist who will be located in the Staff Development Unit in the Central Office in Salem, Oregon. We are looking for applicants with excellent communication, interpersonal, and training skills.

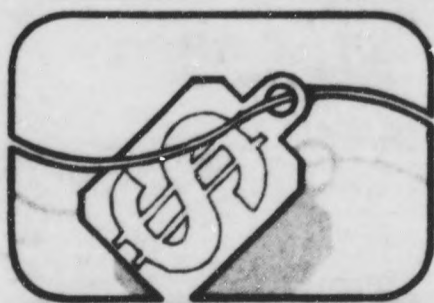
QUALIFICATIONS: Three years of exp determining eligibility for public assistance entitlement programs including Aid to Dependent Children (ADC) and Food Stamps. Your background must have afforded you the knowledge, skills & abilities identified in the examination questionnaire attached to the announcement.

IN ADDITION to the required exp listed above you must have a Bachelor's degree or 3 additional years of pertinent exp.

TO APPLY: Obtain an application (PD100) and the announcement at Personnel Center, 776 Court Street, Salem, Oregon 97310.

Follow the instructions on the announcement. Submit your State Of Oregon Application (PD100) to Adult and Family Services, Personnel Services Section, 516 Public Service Bldg., Salem, Oregon 97310. Indicate the announcement number and title of the position applied for on the PD100 in the box provided.

Applications must be postmarked by September 16, 1988 to be accepted.



Sales/ Marketing

ADVERTISING SALES REPRESENTATIVES

The Vernon Company
813 West Oak, Suite A
Visalia, CA 93291
209/627-8277

C: Fritz Mundy / Western Division Mgr

Strong earnings potential plus incentive travel. Success. Opportunity. Benefits. A Vernon Company sales career offers the best of the Big 3! Take the first step to success: send resume today. RTJJ. Call on business, industry & government to sell advertising & promotional products. Openings in Stockton, Lodi, Bay Area, Vallejo, Santa Rosa & Napa. Account protection provided. Flexible hours & days. Must be highly motivated and personable. No experience necessary; full training & support provided.

ASSISTANT MANAGER

Chess King
2385 Butano Drive
Sacramento, CA 95825
916/484-9888

C: Karla Remail / Store Manager

Competitive starting salary with yrly review + paid vacations & holidays; life, medical/dental and major medical ins; store discounts, and paid orientation & training program. Apply in person (10am-5pm Mon-Fri). If you're ready to make a change and join a progressive company with great growth opportunities, apply today! Assist mgr in the daily ops including merchandising, customer svcs, and employee scheduling. Hrs to be discussed at interview. Leading young men's wear specialty chain has more than 550 stores nationwide. Must be dynamic and have retail mgmt exp and a flair for merchandising. EOE M/F

**Make your job search
a full-time project.**

You'll work a 40-hour week
for an employer; you should
work no less for yourself.

ASSISTANT MANAGER

Caren Charles
311 Sun Valley Mall
Concord, CA 94520-5804
415/671-2310

C: Debbie Betzer / District Manager

Salary DOE/DOQ, plus medical/dental insurance. Call for appt, send resume, or apply in person. Open & close store, train employees, examine merchandise, and oversee daily store activities for one of the nation's most progressive, rapidly expanding retailers of contemporary fashions for misses, sizes 4-18. If you are energetic, outgoing, and enjoy fashion sales, you should explore this fine position. 40 day hrs/wk; schedule to be discussed at interview. Some retail experience helpful. EOE M/F

AUTOMOTIVE SALESPERSON

Turner Subaru-Alfa Romeo
2535 Arden Way
Sacramento, CA 95825
916/929-9400

C: Sales Manager

Excellent commissions, bonuses & benefit programs. Call for appt or more information, or send resume. Looking for self-motivated, goal-oriented, career-minded men and women to sell new Subaru & Alfa Romeo automobiles. Excellent opportunities for advancement with one of Northern California's largest Subaru dealerships. Full-time flexible position; hrs & days to be discussed at interview. Experience preferred, but not necessary; on-the-job training provided.

NOW HIRING!

- 2 part-time cashier positions
- 2 part-time hardware sales positions
- 1 part-time plumbing/electrical sales position
- 1 full-time reception position

Hourly DOE, DOQ. Exp helpful but not required. Responsible, self-motivated individual

Apply in person or send resume:



Attn: Robin Wussow
3536 El Camino Avenue
Sacramento, CA 95821

MEDIA CONSULTANTS (4)

Visucom
1255 Veterans Boulevard
Redwood City, CA 94063
415/364-5566
C: Ernie

4-10% commission with unlimited potential plus vacation, holidays & sick leave after 3 mos, and employee contributed medical ins. Call between 3-5 Mon-Fri for appt or information; RTJJ. Sell health & safety training videos to government, businesses & industries across the US. Some travel required. Hrs 7-4 Mon-Fri. 12-year-old company has 2 divisions (video telemarketing sales & management consultant direct sales) and a staff of 18. Must be energetic teamplayer with good English & verbal communication skills. Telemarketing exp a plus. Requires right to work. AA/EEO M/F/M/V

ORDER DESK / INSIDE SALES

Chem. Equip. Inc.
1195 Campbell Avenue
San Jose, CA 95128
408/241-8861

C: Bill Brannen / Office Manager

\$1100-1200/mo to start DOE, plus 1 week vacation, 11 holidays, 9 sick leave days, and medical insurance after 90 days. Call between 8-12 for appointment; RTJJ. Perform heavy phone duties, call established clientele, and do paperwork. Hrs 8-5 Mon-Fri. Older expanding company specializes in wholesale swimming pool supplies. Must be mature-minded, outgoing, polite individual with professional appearance and good phone voice. Prefer phone and swimming pool parts experience. EOE M/F/M/V

**When setting goals for your
life, consider all your needs:
personal, professional,
financial and social.**

SALES REPRESENTATIVES (2)

Brinks Home Security of California, Inc.
3612 Madison Avenue, #24
North Highlands, CA 95630
916/344-3132

C: Chris

\$1000/mo guaranteed base (first 2 mos), then 10-26% straight commission (progressive system). \$30,000-90,000+/yr potential. Benefits include medical/dental, life & vision ins and pension after 30 days. Send resume & salary history/reqs. Secure a permanent career marketing residential security systems. Prospect & generate leads for new business. FT, employee-determined schedule. We back our reps with the industry's most visible, aggressive ad/marketing campaigns (TV, radio, trade shows). Req xint communication/lead generating/prospecting skills. Must be ambitious self-starter. No exp necessary; will train.



**24 HOUR
NAUTILUS
FITNESS CENTERS**
The 24 Hour Fitness People

SALES CONSULTANTS (8)

24-Hour Nautilus Fitness Center
San Ramon, CA 94583
415/887-2940

C: David Alpert / Director of Training

Guaranteed commission program plus bonus trips & prizes, vacation, holidays, and medical/dental insurance after 6 mos. Call for appt. Conduct health club promotional tours and enroll new members for Northern California's largest fitness club chain. Position leads to management opportunities and is available in CITRUS HEIGHTS, CONCORD, EAST SAN JOSE, SOUTH SAN JOSE, SAN LEANDRO, SUNNYVALE, SAN MATEO & SAN FRANCISCO. Full-time flexible hrs vary; begins 9/18. Must be sales-oriented. Intangible sales experience preferred, but will train. ATTENTION COLLEGE STUDENTS: Internships available. EOE

MANAGEMENT

Copeland's Sports, a rapidly expanding, multi-specialty, name-brand sporting goods retailer, has management career opportunities available in Sacramento and the San Francisco Bay Area. Successful candidates will be skilled in sales, merchandising & communication; knowledge in retail operations, organization and sporting goods product lines; and the ability to achieve sales goals, maintain cost budgets and follow company guidelines. Assistant management positions are available at three different levels, from introductory management to pre-store management.

If you are honest, result-oriented, mobile and enjoy the challenging, fast paced elements of retail, please send resume to: (Box Area) 488 Broadway Plaza, Sacramento 95814 / (Bay Area) 1487 Shattuck Ave., Berkeley 94709
Attn: Director of Operations.

Don't let this quality opportunity pass you by!

Copeland's Sports



ALLSAFE SECURITY INC.

SALES REPRESENTATIVE

Allsafe Security Inc.
2041 Mission College Boulevard, Suite 159
Santa Clara, CA 95054
408/727-8825

C: Michael Benjamin / Regional Mktg Mgr

\$25,000/yr guaranteed min salary + commission & \$.10/mile car allowance (\$50,000/yr realistic potential w/in 3 yrs); family Blue Cross/Shield medical ins and \$25,000 life ins. Send resume & salary history/reqs. Prospect and set outside appts; call on industrial, institutional & commercial businesses. FT, Mon-Fri (flex hrs). One of US's largest, most successful contract security guard svcs has 40 offices nationwide. Must have BA/BS degree, sharp prospecting skills, be assertive & articulate, and have a professional manner & appearance. 1-3 yrs industrial/business sales experience a plus.



SALES REPRESENTATIVES

Cal-X Fun Spas
2386 Fair Oaks Boulevard
Sacramento, CA 95825
916/488-8822 x600

C: Miss Kay

Up to \$50,000/yr plus benefits. Call to apply. Cal-X pays you to have fun. We're a leader in one of the most exciting sales industries today. Sales and retail showroom experience preferred. Full & part-time positions in Concord, Pleasanton, Fairfield, Modesto, Stockton, Roseville, and Sacramento.



SALES REPRESENTATIVE

Majestic Marketing Associates
1525 Hardemon Lane
Cleveland, TN 37311
800/251-8448

C: Recruiting Department

\$250/wk guaranteed draw to start, + per diem & mileage, quarterly incentive program, thorough training program, and xint bfrs. Call for appt or send resume. Seeking career-minded people with big smiles, good hearts, and professional appearance for entry-level positions. Excellent opportunities for advancement. Deliver & sell photography packages from previous sittings. 15-minute appts are prearranged. All leads provided, no cold calls. POSITIONS AVAILABLE ACROSS CALIFORNIA. FT flexible hrs & days with national photographic company. Req HS diploma & car. Sales exp desired. Recent college grads welcome.

SALESPERSON

All Chevy Auto Parts
4990 Vanden Road
Vacaville, CA 95687
707/437-5486

C: Roni

Salary DOE, plus vacation and medical insurance. Call for appt/more info, send resume, or apply in person; RTJJ. Sell new & used automobile & truck parts (a user-friendly computer helps to ask proper questions and locate parts); interact with retail customers over the counter and wholesale customers over the phone; and direct parts-pullers over an intercom. Hrs 8:30-5:30 Mon-Fri and 9-2 every other Sat. Clean, modern dismantling company specializes in Chevrolet parts. Must have sales experience and be self-motivated. Automotive background a +. EOE

**Earnings make an industri-
ous man; saving, a prepared
man; giving, a blessed man.**

SALESPERSON

MTS of Northern California
1450 Travis Boulevard, Suite 201
Fairfield, CA 94533
707/425-8176

C: Office

Commission only. Call to schedule interview. Evaluate retail payment systems for established & new businesses through credit card capture. Company will provide ongoing training seminars. Positions available throughout Northern CA. 40 hrs/wk; flexible schedule. Company sells & leases electronic data capture terminals. Must have reliable transportation; professional appearance; strong people skills; and good spelling, grammar & math aptitude. Will compile a personal credit history on each applicant. Individuals 40+ encouraged to apply.

STORE MANAGER

Beverly Fabrics
100 Cotton Lane
Soquel, CA 95073
408/475-2805

C: Sue McGovern / Regional Manager

Salary DOE. Medical/dental insurance available. Send resume. Provide customer service; schedule employees; set up displays; and perform merchandising, payroll & daily book-keeping duties. 50-60 hrs/wk; hrs & days to be discussed. We sell fashion merchandise including crafts, craft ideas, and home decorating & other fabrics. Must have a fashionable appearance, strong organizational skills, and knowledge of sewing. Retail management background helpful.

TELEMARKETERS / CARRIERS (part-time)

Western Home Systems
3270 Orange Grove Avenue
North Highlands, CA 95680
916/385-3326

C: Office

\$4.50+/hr including bonuses & commissions (paid weekly). \$300-500/wk earning potential. Call for appointment; RTJJ. Schedule appointments for home improvements. FT, evening hrs during the week plus Saturdays. Large Sacramento-area company has strong industry track record and an expanding program. No experience necessary, training provided. Call today!

Join Our Team of Employment Professionals!

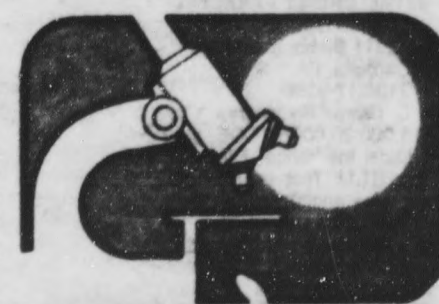
If you'd like to be part of the largest and fastest-growing independent recruitment advertising publication in the country, we'd like to talk with you.

- \$1000/mo. salary plus commissions on all sales after training. First-year earnings up to \$25,000. Excellent benefits after 120 days, including employer-paid medical/dental insurance, paid holidays and paid vacation.
- Our thorough training program will prepare you to help employers with their recruitment advertising needs.
- As an employment specialist, you will contact employers to establish new accounts and service existing clients in a specific industry.
- Comfortable, new offices in the South Natomas area of Sacramento. Hours 9:00-5:00 Monday through Friday.
- Full-time positions require previous personnel, customer service, or heavy telephone experience. Strong people skills, professional appearance, good spelling and grammar, and math aptitude also necessary.
- We are an AA/EEO employer. Physically disabled and senior citizens are encouraged to apply.

Join our professional team of employment specialists!
Apply in writing with complete
work and salary history to:



Kari Martin/Personnel
2535 Capitol Oaks Drive, Suite 100, Sacramento, CA 95833



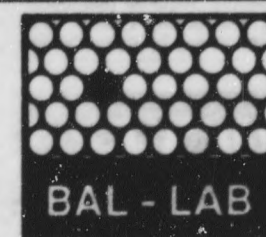
Science/ Research

CHEMIST / CLEANING EXPERT

Micro Lithography Incorporated
Sunnyvale, CA 94089
408/747-1788

C: Florence

Competitive salary plus benefits. Call for information; RTJJ. Perform statistical quality control and cleaning of plastic surfaces for this electronics materials company in Santa Clara County. Hrs 8-5 Mon-Fri, plus overtime. Requires BS/MS degree in chemistry and experience in surface cleaning in clean room, ultrasonic, vapor degreaser, surfactant, and surface inspection methods.



CHEMIST

Balazs Analytical Laboratory
2284 Old Middlefield Way
Mountain View, CA 94043

C: Cheryl Haseen / Admin Assistant

Salary DOE, plus medical/dental ins after 80 days, 1 wk paid Christmas vacation (2 wks after 1st yr), holidays & sick leave. Send/hand deliver resume. Perform chemical analyses using various instrumental methods. 40 flexible hrs/wk Mon-Fri. Nationally recognized analytical chemistry lab requires BS & MS in chemistry, 5 yrs lab exp, good communication & supervisory skills, and willingness to undertake complex tasks. ICP/MS, ICP desirable, but will train.

Various levels of government have similar procedures to compete for open jobs. Most follow Civil Service procedures which include written and/or oral tests to determine skills. The tests are free and the results are used to place applicants on an eligibility list for available openings. The frequency of testing may vary as does the waiting period to be called for an interview.

LAB SUPERVISOR (GAS CHROMATOGRAPHY)

Brefle & Race Labs
425 South E Street
Santa Rosa, CA 95404
707/544-8807

C: Noel Shrum / Lab Director

Salary DOE/DOQ, plus medical (John Hancock), life & vision insurance after 30 days, 12 vacation days, 9 holidays & 12 sick leave days. Send resume. Set up & operate gas chromatography lab and supervise employees working in water & waste water lab. Hrs 8-5 Mon-Fri, plus possible overtime. 20-year-old waste water lab has expanded into gas chromatography field and employs 13 people. Requires a bachelor's of science degree (chemistry preferred), EPA 600 experience, and a CDL.

LABORATORY SUPERVISOR (DAY SHIFT)

Veterinary Reference Laboratory
14786 Wicks Boulevard
San Leandro, CA 94577
415/362-0803

C: Personnel

\$20,000-30,000/yr DOE, plus medical/dental & life ins and profit sharing avail immediately. Call for appointment. Immediate opening for a strong leader to supervise 15-20 employees, operate digital lab equipment, supervise testing procedures, occasionally compose test summary reports, and distribute summary info to customers & in-house staff. FT, 8-5 Mon-Fri (no weekends). Division of Ani-Med Corporation, the nation's largest veterinary medicine lab. Req well-rounded lab supv with strong veterinary background & exp in hematology, immunology & microbiology. US citizenship required. AA/EEO

METALLURGIST / ANALYST

Aviation Laboratory
12911 Budong Avenue
Gardena, CA 90247
213/217-9369
C: Dawn / Secretary
\$18,000-20,000/yr DOE, plus 2 wks vacation & medical insurance. File by 8/29. Call for more info; RTJJ. Test used aircraft oil (turbo-prop & turbo-fan engines), look for unusual metal wear trends using atomic absorption methods, deal with the public daily, and transfer info about tests completed. FT, 8-5 Mon-Fri. In CA for 2.5 yrs, company has territory that extends to Denver and an office in New Orleans. Requires exp using absorption method and good public relation skills. Prefer degree in chemistry or geology, and ability to speak clearly. EOE Employer

Those who fear the future are likely to fumble the present.

QUALITY CONTROL CHEMIST

Micro Lithography Incorporated
Sunnyvale, CA 94089
408/747-1769
C: Florence
Salary commensurate, plus benefits. Call for information; RTJJ. Maintain quality control standards, dealing with the characterization of polymers and photochemistry for this electronic materials firm. Full-time, 8-5 Mon-Fri (plus overtime). Requires bachelor's degree in chemistry; and quality control experience, or characterization and photochemistry exp.

BIO-RAD

QUALITY CONTROL TECHNICIANS

Bio-Rad Laboratories
1000 Alfred Nobel Drive
Hercules, CA 94547
C: Human Resources, Department 5546
Salary commensurate with experience plus excellent benefits. Please send resume and salary history. Continued growth at this leading biotechnology company has created the need for both clinical laboratory technicians & quality control technicians to work in our advanced laboratories on projects of high social worth. Full-time position with an easy commute! This position requires problem-solving & analytical skills of laboratory methods, with an AA/BS degree in a life sciences field a real advantage. Must have 2+ yrs lab experience. AA/EOE

Enseco - Cal Lab, a dynamic, rapidly growing analytical laboratory, is currently looking for individuals for the following positions:

CHEMISTS

GC/MS OPERATOR

Minimum of 12 yrs exp with GC and/or 6 months with GC/MS. Exp with Low Res Quadrupole a definite plus. Knowledge of EPA methods desirable. Requires BA/BS in Chemistry or related science. Attn: PRS38.

ORGANIC PREP

No experience necessary. AA degree or 1 year related experience acceptable. Attn: PRS37.

INORGANIC PREP

AA degree or 1 year related exp acceptable. Attn: PRS34

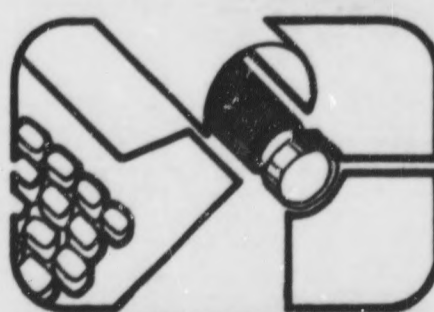
INORGANIC CHEMIST

Minimum of 2 yrs exp with graphite furnace, flame and hydride AA. Requires BA/BS in Chemistry or related science. Attn: PRS36

All positions offer excellent benefit package. Salary commensurate with experience.

Send resume & salary requirements to:

Enseco - Cal Lab
2544 Industrial Boulevard
W. Sacramento, CA 95691



Secretarial/ General Office

ADMINISTRATIVE ASSISTANT/TRANS

Operator Service Providers of America
8811 Valjean Avenue
Van Nuys, CA 91406
818/786-6772
C: Robin Katz / Executive Admin
\$1800/mo to start DOE/DOO, + xmt bfts. Send resume; RTJJ. Entry-level position. Report to executive administrator, type, perform office procedures, handle phone, and run errands. Possible nationwide travel. Hrs 8-5 Mon-Fri plus flexible OT req. Incorporated 4/88, fast-paced, expanding nonprofit trade assn deals w/top-level executives & telecommunications. Req HS diploma, 1-2 yrs ofc procedure & systems exp, PC exp, ability to work with executives, CDL, and car. Good communication & spelling skills and professional appearance a must. Legal background & college a plus. Must have right to work. EOE

ADMINISTRATIVE SECRETARY

Vita Insurance Associates Incorporated
1804 North Shoreline Boulevard, Suite 220
Mountain View, CA 94043
415/968-8811
C: Raesee / Office Manager
\$18,000-21,000 to start DOE, plus medical, dental, life & vision ins, and profit sharing after 90 days; and 11 holidays. Call for appt between 7:30 & 6:30; RTJJ. Use IBM PS-2 daily to compose business letters & proposals for clients, and answer phones. Hrs 8-5 Mon-Fri. 9-yr-old ins brokerage firm employs 8 in its 1.5m, non-smoking office. Requires HS diploma, accurate 50 wpm (min) typing, attention to detail, pleasant phone voice, ability to follow through, ability to learn quickly from written material, and a professional attitude. Must be US citizen. AA/EOE

ADMINISTRATIVE SECRETARY

West Oakland Health Center
700 Adeline Street
Oakland, CA 94607
415/835-9810
C: Personnel Department
\$21,000/yr plus excellent benefits. Send resume by 9/21/88. Perform general clerical duties including typing for a busy multi-specialty outpatient health facility. Hrs 8-5 Mon-Fri. Requires HS diploma or GED, 80+ wpm typing, good spelling, excellent secretarial & communication skills, and knowledge of office practices & procedures. Some college preferred. EOE

If your progress isn't keeping pace with your potential, chances are your goals aren't clearly defined.

CITY CLERK (part-time)

City of Hercules
111 Civic Drive
Hercules, CA 94547
415/798-8200
C: Personnel
\$20,916-26,721/yr plus excellent benefit package. Applications may be obtained from address above or call for more information; file by 9/16. Direct, control & plan city clerk office operations including processing, maintaining, preserving, and disseminating all official city council actions, documents & records. 30 hrs/wk, Mon-Fri. Requires 3 yrs responsible administrative experience; 80 wpm typing; ability to work with the city manager, elected officials, the general public, and city staff; and excellent communication & office management skills. AA/EOE

CONFIDENTIAL SECRETARY III

Los Rios Community College District
Los Rios District Office
1819 Spanos Court
Sacramento, CA 95825
916/820-7912
C: Classified Personnel
\$20,372/yr DOE/DOO, plus 3 wks vacation/yr, 17 holidays, and medical/dental ins. Call between 7:30-2 Mon-Fri for info/district app or obtain app from district office; file by 9/16. Provide a variety of responsible secretarial & clerical duties in support of day-to-day admin of the business services dept in the district ofc. Hrs 8-4:45 Mon-Fri. Req 80 wpm typing, 100 wpm shorthand, 25 wpm machine transcription, and 4 yrs secretarial exp. College-level secretarial, business, clerical, or related courses may be substituted on a year-for-year basis for up to 1yr of required secretarial exp.

CONSTRUCTION SECRETARY

Lin Pro Company
P.O. Box 4129
Diamond Bar, CA 91765
714/861-8826
C: Mike Winter
\$25,000-30,000/yr + future bfts. Call between 7:30-4 for appt. Send resume & references; RTJJ. Type, mail office documents daily, answer incoming calls, set appts for staff, operate IBM Wordstar, compose reports, draw up contracts, and obtain building permits. 40 hrs/wk (7-5) + OT avail. Established national firm has been in apartment & commercial bldg construction 10 yrs. Req HS or GED diploma, 2 yrs exp in construction office, 70 wpm typing, and knowledge of Lotus, contracts, bldg permits & blueprints. Must be professional, ambitious, self-motivated US citizen. AA/EOE

CUSTOMER SERVICE SUPPORT

Win-Glow Window Coverings
2380 Zanker Road
San Jose, CA 95131
408/435-8844
C: Michelle Lewellyn / Personnel Coord
\$8-7/yr DOE, + 1 wk vacation after 1 yr, sick leave, holidays, and medical & dental ins after 2 mos. Call for appt; RTJJ. Act as backup receptionist, file invoices & customer orders, and process internal & outgoing mail. Hrs 8-5 Mon-Fri. Rapidly growing, progressive window covering manufacturer has been in business 25 yrs and has 160 employees. Requires a bright, responsible individual with professional phone manner. Telephone experience preferred. EOE

EXECUTIVE SECRETARY

CCA Silband Sports Corporation
15821 Ventura Boulevard, Suite 685
Encino, CA 91436
818/782-6171
C: Lisa / Personnel Manager
\$18,000-20,000/yr DOE/DOO, + 1 wk vacation after 1 yr, 9 paid holidays, and sick leave. Call ASAP (between 8-10am & 3-5pm) for appt; RTJJ. Draft & prepare correspondence, report directly to VP of Operations & VP of Merchandising, and do heavy typing & word processing. Hrs 8-5 Mon-Fri. Interstate golf course management firm handles 20 facilities. LA office has a staff of 20. Req HS diploma, previous secretarial exp in executive setting, and good typing & word processing skills. Must be well-groomed, motivated, energetic, and have a professional appearance. US citizenship req. AA/EOE

OFFICE ASSISTANT

California Job Journal
2535 Capitol Oaks Drive, Suite 100
Sacramento, CA 95833
916/925-0800
C: Human Resources Manager
\$4,25-6/yr DOE plus excellent benefits. Send resume & salary history. Varied general office duties including data entry, customer service, and heavy phone work. Provide receptionist relief on switchboard and run errands. Good opportunity for advancement with a growing publishing company in the South Mtns area. Hrs 8-5 Mon-Fri. Requires 1+ yrs office exp, 50 wpm accurate typing, excellent spelling & grammar skills, ability to compose letters, CDL, and insured transportation. Must be very detail-oriented. Computer exp helpful, but will train.

WE HAVE JOBS!

Clerical
Accounting
Secretarial
Data-Entry
Word Processing

We have more jobs than people to fill them!

If you want to work and are a reliable, motivated individual... Call us today!

TEMPORARY SERVICES



OFFICE MANAGER

Pendragon Enterprises
P.O. Box 926
El Cerrito, CA 94530
415/235-4882
C: Roxanne or Arthur
Salary negotiable DOE. Please call for appt. References will be required. Rapidly expanding construction company seeks an individual to perform general office duties including word processing, payroll, accounts payable & receivable, and job costing. Full or part-time. Must be self-motivated and familiar with construction office procedures.

PERSON FRIDAY - CLERICAL

Santa Monica Propeller
3025 Airport Avenue
Santa Monica, CA 90405
213/390-6233
C: Barbara Brady / Asst Vice President
\$8/hr plus medical & life insurance after 60 days for full-time employees. Call for appointment; RTJJ. Answer multi-line phone, do alpha/numerical filing, type, perform mail duties, operate computer, and do data entry. Full-time, 8-5 Mon-Fri; or part-time 6-4 (30 hrs/wk). In business over 25 yrs, company has a staff of 25-30 specializing in the overhaul of aircraft propellers and distribution of small aircraft parts. Req HS grad with own car. Must be a professional, self-motivated, outgoing non-smoker. Data entry exp and 50 wpm typing desired. US citizenship req. EOE

PROOFREADER / PLATE CHECKER

Califorms Printing Company
697 Lenfest Road
San Jose, CA 95133
408/828-3676
C: Neal Kyle / Plant Superintendent
Up to \$9.00/hr DOE, plus vacation, holidays, sick leave, medical, dental & vision ins, and stock ownership plan. Call for more information or apply in person; RTJJ. Proofread printed forms. Hrs 7:30-4 Mon-Fri. Business forms manufacturer requires good English, grammar & spelling skills. Experience preferred but not necessary; will train right person. AA/EOE Employer M/F/H/V

RECEPTIONIST / ORDER ENTRY CLERK

Pacific Sales Group
2520 Stanwell Drive, Suite 270
Concord, CA 94520
415/682-2452
C: Janet Martin / Office Manager
\$7-10/hr DOE, plus benefits when position becomes full-time. Call for appt. Answer phones, enter customer orders on computer, file orders & invoices, and do light typing. 20 flexible hrs/wk Mon-Fri to start; will become full-time at a later date. Established sales representative for various CA manufacturers requires 45 wpm typing and telephone or customer service experience. Willing to train on computer. EOE

It's not uncommon to spend one month of job searching for every \$10,000 per year you expect to earn.

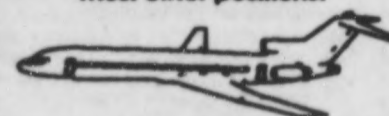
RECEPTIONIST

Hercules Computer Technology
921 Parker Street
Berkeley, CA 94710
415/540-8000
C: Isabel Way / Director of Personnel
Salary DOE/DOO + holidays, sick leave, vacation, medical/dental & vision ins, employee assistance program, and profit sharing (quarterly) after 90 days. Send resume; RTJJ. Greet & direct clients, answer phones, take accurate messages, process mail & forms, type, file, and organize small projects. Hrs 8:30-5 Mon-Fri. Progressive, family-owned firm has been manufacturing IBM PC boards for 6 yrs (80 employees). Must have exp using ROLM phone system; good communication skills; a professional manner/appearance; and be friendly, organized, and outgoing. Prefer Word Perfect exp. WP exp a plus, but will train. EOE

AIRLINE JOBS

\$12,000 - \$100,000/yr

Flight Attendants;
most other positions.



Job Info/Inquiries

(1) 515-663-3171
Ext. BY-2626

RECEPTIONIST / SECRETARY

Rockford Engineering Services
P.O. Box 543
Sunol, CA 94588-0543
415/882-9012
C: Melissa Silva
\$7.50/hr plus 2 wks vacation and medical/dental, life & vision insurance after 1 mo. Call for appt or send resume. Greet clients; receive calls; take messages; direct inquiries; and perform light typing, filing, duplicating & other clerical duties. Hrs 8-5 Mon-Fri. RES specializes in product compliance, design & performance. Requires HS diploma, 45 wpm typing, and excellent communication skills. Must be dependable and have a professional manner & appearance. Experience as a receptionist preferred. Word processing or general computer exp a plus. EOE

SALES SECRETARY

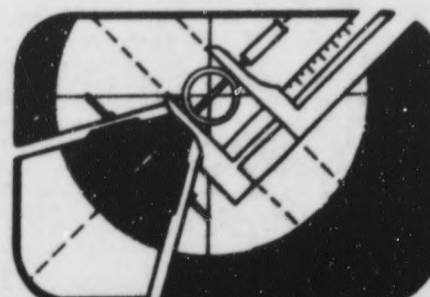
Quality Hotel
5248 West Century Boulevard
Los Angeles, CA 90045
213/645-2200
C: Shadon Moore / Directive Assistant
\$7+/hr DOE, plus 1 wk vacation, medical/dental & life insurance, and hotel discounts. Send resume or apply in person between 9-3 Mon, Wed or Fri; RTJJ. Assist sales staff by typing, filing, and performing other general secretarial duties. Hrs 8:30-5:30 Mon-Fri. Worldwide chain has one of LA's largest hotels. Must type 60 wpm and have an outgoing personality. Some secretarial experience desired.

SECRETARY / BOOKKEEPER

Gidden Bros. Inc
232 South Lincoln Way
Galt, CA 95632
209/333-2884
C: Bill or Paul / Owners
\$6+/hr DOE, plus 1 wk vacation after 1 yr and 11 holidays; (employer currently reconstructing benefits package). Call for appt or send resume; RTJJ. Answer phones, file, type, operate 10-key by touch, and post to AP/AR. Hrs 8:30-5 Mon-Fri. 10-yr-old heating/air conditioning company has nice offices and a pleasant atmosphere, and specializes in installation & service of units within an 85 to 100-mile radius of Galt. Must be clean-cut, well-groomed, outgoing, and have a professional appearance. Ability to type 35 wpm and general office knowledge/experience desired. Willing to train the right person. EOE M/F/H/V

SWITCHBOARD OPERATOR

Apollo Sales Inc.
P.O. Box 23120
Oakland, CA 94623
415/465-5150
C: Wendy La Bounty / Ofc Services Mgr
\$7/hr plus benefits after 30 days. Call for more information. Seeking a professional person to answer multi-line phone system, perform light reception duties & alpha/numeric filing, and handle multiple tasks under pressure. Involves managing interaction between main office and 2 branches. Hrs 8-5 Mon-Fri. Fast-paced, major West Coast floor covering distributor requires good oral communication skills and proper phone etiquette.



Technical/ Engineering

ARCHITECT / CONSTRUCTION ADMIN

Stephen Short & Associates, Inc.
2802-S Marconi Avenue
Sacramento, CA 95821
916/486-3785
C: Roland Delmendo
Salary commensurate with experience, plus medical & dental insurance. Send letter & resume. Qualified applicants only need apply. Mid-size Sacramento architectural office looking for architect to represent firm in the field. Internal responsibilities include quality control of construction documents. Hrs 8-5 Mon-Fri. Must be a licensed architect with at least 5 yrs experience and ability to work with clients & contractors. Requires exp as a construction administrator.

ARCHITECTURAL DRAFTSPERSON

Avila Enterprises
6080 Commerce Boulevard
Rohnert Park, CA 94928
707/785-4811
C: Mario Avila / Office Manager
Salary DOE; many benefits available. Call for interview; RTJJ. Plan & design residential housing. Full-time, 7-5 Mon-Thu & 8-noon Fri. 35-year-old architectural firm's growth has doubled over the last 2 yrs. Requires 5-10 yrs residential architectural experience. Must have a good attitude and be young at heart. No architectural license necessary. EOE

ASSISTANT CIVIL ENGINEER

City of Newark
37101 Newark Boulevard
Newark, CA 94560
415/790-7262
C: Personnel Division
\$1800-3800/mo plus ten vacation & 12 sick leave days/yr, 12 paid holidays, medical/dental ins, and 7% PERS. File city app by 9/18; RTJJ. Apply basic technical & professional knowledge & skills to difficult engr problems; supervise work of engr technicians; and serve as Acting Div Head in the absence of the Associate Civil Engr. City is 30 miles south of Oakland (population 38,000). Requires civil engr degree, EIT certificate, and 1 yr municipal exp OR 4 yrs Civil Engr Asst exp and state registration as a professional engr. Must have CDL & US citizenship. AA/EOE

ASSOCIATE CIVIL ENGINEER

City of Vallejo
555 Santa Clara Street
Vallejo, CA 94590
707/648-4364
C: Personnel Department
\$3501-4248/mo plus PERS & benefits. Submit City application by 10/7; RTJJ. Perform most difficult & complex engineering work on plans & specifications for public works projects. Full-time Mon-Fri. Requires BS in civil engineering; CA professional engr certificate; CDL; 3 yrs experience; and work exp related to location, design, construction & maintenance of major public works projects. EOE

CIVIL DRAFTSPERSON / TECHNICIAN

Western Planning & Engineering
11880 Kemper Road, Suite 3
Auburn, CA 95603
916/623-8917
C: Connie Jones / Office Manager
Salary DOE/DOQ + bfts pkg including medical & dental ins after 90 days. Call for more info; RTJJ. Draw boundary adjustments and parcel & topography maps and perform survey calculations. Site surveys req some travel. Flexible hrs, 8-5 Mon-Fri plus possible overtime. Well-known engr firm has 7 employees and specializes in planning subdivision & commercial developments, negative declarations for schools, and mining reclamation. Req HS diploma, knowledge of land development & surveying, good communication skills, CDL, and car. Must be flexible and work well with others. Processing knowledge a +. EOE

CIVIL ENGINEER

City of Tulare
411 East Kern Avenue
Tulare, CA 93274
209/686-2001 x219
C: Personnel
\$2460-2990/mo plus excellent benefits including city-paid PERS. File required city application by 5pm 9/30. Perform a variety of professional engineering duties in the public works department for a city of 28,500. Full-time Mon-Fri plus possible overtime. Registration as a civil engineer required. 3 yrs professional civil engr experience desired. EOE

FACILITIES ENGINEER

Enseco, a leading environmental laboratory firm, has an immediate opening for a Facilities Engineer in its West Sacramento division.

Responsibilities include planning, organizing and directing the facility maintenance/supporting services. Includes security, janitorial, construction/remodeling, supervising maintenance staff and department budgeting.

Requires min 3 yrs exp as Facilities Engineer with proven supervisory skills. BA/BS degree or trade school.

The position offers excellent benefits package - medical/dental, 401K, liberal holiday/vacation policy and more. Salary commensurate with experience.

Send resume & salary requirements to:

Enseco - Cal Lab
2544 Industrial Boulevard
W. Sacramento, CA 95691



EOE

DRAFTSPERSON / JOB CAPTAIN

Stephen Short & Associates
2602-B Marconi Avenue
Sacramento, CA 95821
916/488-3795
C: Mr. Delmendo
Salary commensurate with experience, plus benefits. Call for appointment and send resume; RTJJ. Draftsperson will do production drawings under minimal supervision. Hrs 8-5 Mon-Fri. This firm does architectural working drawings. Requires 4-5 yrs exp with knowledge of Type 1. Must be familiar with Title 24.

PLANNING TECHNICIAN / DRAFTSPERSON

Valley Planning Consultants
301 West 18th Street, Suite 201
Merced, CA 95340
209/383-7886
C: Wayne Maynard / Owner
\$13,308-17,820/yr DOE plus medical & life insurance after 90 days. Call or send resume, references & salary history/requirements; RTJJ. Draft official maps & report graphics, conduct field surveys, and compile data. 32 hrs/wk; flexible days & hours. Planning & consulting firm, in business since 1979, has a staff of 12. Req knowledge of city/county planning codes & ordinances and 2 yrs related experience. Must be a well-organized fast learner with right to work. AA/EOE

PROCESS ENGINEER

E.R. Carpenter Company
P.O. Box 279
Lathrop, CA 95330
209/982-4800
C: Jack Dixon / Personnel Manager
\$30,000/yr to start + medical & life ins after 30 days, profit sharing after 1 yr, sick leave, 2 wks vacation, and holidays. Call between 9-5 for more info or send resume, refs, and salary history/reqs; RTJJ. Supervise up to 10 people and oversee 2 polyurethane processes. Hrs 6-3:30 M-F + occasional OT. Fast-growing polyurethane foaming plant near Stockton (in business since 1948) is one of 9 in US and is headquartered in Virginia. Req chemistry/chemical engr degree. Must be hardworking, people-oriented, and have good communications skills. Prefer supervisory & process exp (not req). Must be US citizen. EOE

**Miscellaneous****AIDE / HOUSEKEEPER**

Bounds Senior Care Home
509 Michigan Boulevard
West Sacramento, CA 95691
916/371-8882
C: Daria
\$4.25/hr (AM & PM shifts); \$4.75/hr (night shift). Call for appt or apply in person. 24-hour care home seeking energetic & friendly people who can make our facility a better place to live in. Work directly with residents & patients, providing general care and housekeeping services. Full or part-time flexible AM, PM, or night hrs to fit your schedule. Will train. Students & housewives encouraged to apply.

COUNSELORS (5)

Jenny Craig Weight Loss Center
3135 Stevens Creek Boulevard
Santa Clara, CA 95117
408/241-8700 or 916/782-2094
C: Kathy / Executive Supervisor
\$1200/mo base + commission (\$25,000-40,000/yr potential) + paid training, and medical/life ins. Call for appt. Counsel clients, aid in goal setting/menu selection, teach lifestyle classes, schedule appts, construct/proof client charts. Great mgmt potential! Jobs avail in MTN VIEW, FREMONT, CUPERTINO, EAST SAN JOSE, ALMADEN VALLEY & SANTA CLARA; for info on positions in SACRAMENTO, STOCKTON, or MODESTO, call Judi or Diane at 916/782-2094. FT & PT, flexible hrs. Prof background in nutrition, nursing, teaching, fitness/wc industry; and trim, creative, hard working, enthusiastic team players. Will train.

COUNTERPERSON (2)

Empire Auto Parts
113 Healdsburg Avenue
Healdsburg, CA 95448
707/433-4631
C: Sherry Shaw / Owner
\$8-11/hr and yr-end bonuses DOE, plus vacation, holidays, and medical ins after 6 mos. Call for appt or more info; RTJJ. Provide customer svc, maintain inventory, and sell automotive parts. 40 hrs/wk Mon-Fri and alternate Sat, plus some overtime possible. 18-yr-old automotive parts store provides parts for American & imported automobiles. Req 1 yr exp in retail/wholesale auto parts store, CDL, DMV printout, ins, and car. Must be outgoing and have a professional attitude and ability to remain calm in hectic situations. Computer exp helpful. Knowledge of auto parts a +. Right to work req. AA/EOE

CUSTOMER SERVICE ATTENDANT

Thrifty Car Rental
500 12th Street
Sacramento, CA 95814
916/447-2847
C: Personnel
\$4.50/hr plus contribution toward medical insurance after 3 mos. Call for appt or apply in person. Drive a shuttle bus between Sacramento Metropolitan Airport and downtown Sacramento and wash & vacuum rental cars. Full-time, variable schedule may include weekends. World's 4th-largest car rental company requires CDL & DMV printout. Must be personable and at least 18 yrs of age.

DRIVER

National Freight Inc. of California
2850 Loomis Road
Stockton, CA 95213
800/624-7077
C: Personnel Department
Mileage allowance & benefits DOE, plus medical, dental, life & vision ins after 90 days, 1 wk vacation & 11 holidays after 1 yr. Call for appt or apply in person; RTJJ. Drive doubles & semi's over 11 western states, hauling general commodities. May also drive across 48 states with our long-haul division. FT; irregular hrs depend on assignment. National trucking firm's western division is always expanding. Req class 1 driver's lic, 2 yrs over-the-road exp (entry-level positions are also available); and DMV printout. Must be strong, courteous, hard working, dependable, and prompt. EOE

DRIVERS

WTS Inc.
5494 East Lamona Street, Suite 130
Fresno, CA 93727
800/727-3492
C: Suzie
Salary based on percentage of gross load; plus medical insurance. Call for more information. Long-haul driver needed to traverse 48 states hauling general commodities. Flexible schedule to be discussed. Established (8 yrs) trucking firm employs 150 drivers, has 6 terminals throughout the US, and is very busy. Requires class 1 chauffeur's license, 2 yrs of verifiable 48-state driving experience, and a flexible personality.

DRIVERS (10+)

J. Robinson Trucking Inc.
11180 South Vallejo Court
French Camp, CA 95231
209/982-5423
C: Office
Salary DOE plus excellent benefits to be discussed at interview. Call only between 7am-1pm for appt; apply in person only between 7am-3pm; or send resume; RTJJ. Large San Joaquin County trucking company has immediate openings for end-dump, bottom-dump, and transfer drivers. Local area; year-round work, weather permitting. Full-time, daytime and some weekend hrs. Must be 21 or older and have at least 2 yrs truck driving exp, medical card, DMV printout, and Class 1 CDL. EOE

DRIVERS / MOVERS (5)

Starving Students
691 West San Carlos Street
San Jose, CA 95128
408/998-5631
C: John or Dan
\$6-10/hr DOQ, plus medical insurance after 90 days. Call for appt; RTJJ. Entry-level position available. Pick up & deliver household/office goods locally. Drive bobtail truck within a 50-mile radius of city. Full-time; 5 days/wk, hrs may vary depending on duration of each job. Founded in 1973 by 2 high school students, SS has 20 CA offices and 6 more throughout US. Company specializes in local moves, but also moves nationwide. Must be a strong, motivated self-starter with ability to work independently. Requires CDL and DMV printout. EOE M/F/V

DRIVERS, OVER-THE-ROAD (2)

Reddaway Truck Line
1723 3rd Street
Sacramento, CA 95814
916/446-7227
C: Allen or Frank
\$9.12/hr to start + 7 holidays, medical/dental, life & vision insurance after 90 working days, and 1 wk vacation after 1 yr. Call for appt; RTJJ. Haul general commodities in a single-side truck, pulling double trailers between CA & OR. Full-time, irregular hrs. The Northwest's oldest & largest carrier has been in business since 1919. Requires class 1 CA driver's license, DMV printout, 2 yrs snow & ice experience, and medical card. Must be a hard worker. EOE

HAIRSTYLIST

Precision 6 Hairstyling
19 West Main Street
Woodland, CA 95695
916/661-3080
C: Kris
\$5/hr (Woodland); \$4.75/hr (Sacramento) + production, holidays/vacation, and company pays 75% of medical ins. Call for appt (in Sacramento, call Julie at 916/348-7880). Duties include cutting & perming hair. 30-40 hrs/wk including Sets and some Sums. Female-owned & operated company is a nice, friendly place to work. 3 stores in Woodland and 3 in Sacramento. Must have current CA cosmetology license and be a stable, mature professional looking for a good place to work. Some experience preferred, but will accept recent graduates.

HAIRSTYLIST / ASSISTANT MANAGER

Precision 6 Hairstyling
231 G Street, Suite 4
Davis, CA 95616
916/758-6197
C: Stephanie
Hourly wage DOE, plus paid vacation & medical insurance. Call for more information. Perform salon-related services including cutting, perming, colorizing, styling & braiding hair; and operate cash register. Full-time; 10-6 five days/wk. Busy, well-established salon requires cosmetology license. Clientele & experience not necessary.

HOUSEKEEPERS

Hilton Hotels
2200 Harvard Street
Sacramento, CA 95815
916/822-4700
C: Personnel
\$4.60/hr plus medical & dental insurance. Apply in person Mon-Fri. Perform general maid duties including making beds, cleaning guest rooms, and working independently. Immediate FT opening; day shift with non-peak days off. Part of one of America's premier hotel chains, the Sacramento Hilton is located off the busy I-80 business corridor and close to public transportation. No experience required; will train.

INVENTORY TAKERS (part-time)

Washington Inventory Service
7300 Lincolnshire Drive, Suite 195
Sacramento, CA 95823
C: Julie Fratini
\$5-7/hr. Apply in person to above location or 3808 Auburn Boulevard, Suite 41-A. Inventory retail stores in & around Sacramento. Company provides transportation from office to job site. Great supplemental income for students or housewives. PT. With our flexible scheduling, you may work around school schedules or other jobs. Work early mornings, evenings, or weekends. Must have a valid driver's license, transportation to the o/c, and be at least 18 yrs old. Paid training; no experience necessary. 10-key exp helpful.

INVENTORY TAKERS (permanent part-time)

Muscolino Inventory Services
Hayward, CA 94545
415/785-1566
C: Personnel
\$4.50/hr to start, plus paid training and some paid travel time. Inventory retail/industrial merchandise. Company provides transportation to all sites. Positions available in HAYWARD, MODESTO (call 209/576-8489) & SACRAMENTO (call 916/331-8117). PT, 20-30 hrs/wk; shifts avail 24 hrs/day, 7 days/wk (mostly weekends to start). Our fast advancement program may enable you to quickly become a full-time salaried employee. Good career/management opportunities provided! No experience necessary, will train. Great for students, housewives & those seeking part-time work. EOE

LIVING SKILLS INSTRUCTOR / COUNSELOR

Good Shepherd Lutheran Home of the West
1335 Moury Avenue
Fremont, CA 94538
415/791-8848
C: Program Coordinator
\$4.80/hr to start plus car allowance, 2 wks vacation, and medical insurance immediately upon hire. Teach independent living skills including finances, grocery shopping, menu planning, cooking, and other daily living skills for developmentally disabled adult center. Full-time, 2-10:30pm Mon-Fri. Requires HS diploma, CDL, and at least 6 mos experience working with developmentally disabled adults or the disadvantaged. Must know how to drive. Own transportation a plus, but not required. EOE

MOTEL SERVICES ATTENDANT

Comfort Inn and Quality International
5321 Stockton Boulevard
Sacramento, CA 95820
916/454-5533
C: Manager
\$4.25/hr (raise after 30 days). Call for more information or apply in person. Run errands, drive shuttle bus, and perform custodial & other miscellaneous duties. Full-time; all shifts available. Comfort Inn is a member of Quality International's nationwide motel chain. Requires CDL & DMV printout. Must be well-groomed, presentable, and have right to work. EOE

NANNY

E & R Nanny Agency
7311 Greenhaven Drive, Suite 100-A
Sacramento, CA 95831
916/424-8579
C: Kay or Bev
High income earning potential and variable benefits. Call for more information or apply in person. Immediate live-in/live-out positions available for friendly, reliable, dedicated individuals who relate well to people. Care for children/adults, tending to daily needs & activities. Full & part-time positions available with flexible scheduling. Growing, locally owned nanny referral agency requires CPR certificate, negative TB test, child/adult care experience, valid CDL, and auto insurance. Must speak English; bilingual skills a plus. EOE

In the business world, you don't have the freedom to associate only with those people you like, while ignoring those you don't. Part of being a professional is learning to work with everyone.

OWNER / OPERATOR (3)

Western Transportation
2040-D Enterprise Boulevard
West Sacramento, CA 95691
916/372-5395
C: Tom or Angelo / Operations
\$1200+/wk possible. Call for appt; RTJJ. Medium-size trucking company, in business 5 yrs, seeks solo drivers who own a 2 or 3-axle or bobtail truck to make less-than-truckload (LTL) runs within 50-75 miles of Sacramento. Involves hauling & loading/unloading general commodities. Full-time Mon-Fri; steady, year-round position. Requires class 1 CA driver's license, PUC license, and insurance. Must be dependable, willing to work independently, have own truck, and business savvy. EOE

OWNER / OPERATOR (5)

Mike Conrotto Trucking
P.O. Box 638
Gilroy, CA 95021
408/647-2211
C: Larry or Carl / Operations
Salary depends on destination. Call for appt; RTJJ. Work as independent contractor, driving a 3-axle tractor pulling reefers, dry vans & containers loaded with refrigerated and/or general commodities. Full-time with varying hours. Totally owner-operated fleet covers 5 western states on LTL (less than truckload) & truckload basis. Requires Class 1 driver's license, own truck, dry van or reefer experience, PUC permit, and DMV printout. Must be strong, dependable, and work independently. EOE

**PHOTOGRAPHER**

Majestic Marketing Associates
1525 Hardeman Lane
Cleveland, TN 37311
800/251-8448
C: Recruiting Department
\$250/wk guaranteed draw to start, + per diem & mileage, quarterly incentive program, thorough training program, and xrt bfts. Call for appt or send resume. Seeking career-minded people with big smiles, good hearts, and professional appearance for entry-level positions. Excellent opportunities for advancement. Photograph families & children at prearranged sittings throughout established territory. All training, leads & equipment provided. POSITIONS AVAILABLE ACROSS CALIFORNIA. FT flexible hrs & days with national photographic company. Req reliable car & HS diploma. Recent college grads welcome.

PHYSICAL ED / ATHLETIC ATTENDANT

Los Rios Community College District
American River College Campus
1919 Spanos Court
Sacramento, CA 95825
916/820-7812
C: Classified Personnel
\$17,284/yr plus 2 wks vacation/yr, 17 holidays, and medical/dental ins. Call between 7:30-2 Mon-Fri for more info & district application or obtain app from district office. File by 9/19. Provide locker room services, and issue & maintain student athletic equipment & supplies. Hrs 7:30-4 Mon-Fri. Requires 2 yrs experience in the repair & maintenance of athletic equipment, preferably to include student contact. Completion of AA degree in physical education or a related field may be substituted for 1 yr required exp.

SCHOOL BUS OPERATOR/SUBSTITUTE

Stockton Unified School District
701 North Madison Street
Stockton, CA 95202
209/944-4466
C: Personnel
\$7.70/hr. Call for more information & application. Operate a school bus within 42-school district with 30,200 students (K-12). Full-time & part-time on-call positions; hrs vary. Requires current unrestricted type 1 school bus driver certificate and CDL. AA/EOE Employer

HIRING

**Flight Attendants,
Travel Agents,
Mechanics,
Customer Service
Listings.**

**Salaries to \$105K
Entry-level positions**

**Call (805) 687-6000
Ext. A-2626**

SITE OPERATORS (16, part-time)
20/20 Recycle Centers
843 Rike Lane
West Sacramento, CA 95691
916/372-0880
C: Carol

\$4.50/hr to start. Call between 8-5 Mon-Fri for appointment. Seeking friendly, polite individuals to work outside grocery stores collecting aluminum, glass & plastic materials from the public. Weigh collections, fill out voucher receipts (no cash involved), and keep area clean. Positions available in SACRAMENTO, DAVIS, FRESNO, STOCKTON, MODESTO & REDDING. For info on jobs in SAN JOSE, SANTA ROSA & OAKLAND, call 408/999-2020. 30 hrs/wk, Wed-Sun. Statewide recycling center requires good basic math skills (including weights & measures) and own transportation. EOE M/F

TRUCK DRIVER
C and R Trucking
3000 South Central Street
Ceres, CA 95307
209/538-4979
C: Carl Jones / Owner

Why salary DOE (to start), + 1wk vacation after 1 yr. Call weekdays only for appt; RTJJ. Drive a 3-axle truck carrying steel or steel containers on long overnight hauls within CA; some untying of chains, tarping & chain binding; and possibly occasional unloading. No loading req. FT; mostly nights (some days), Mon-Fri. Small trucking firm req. CDL, medical & social security cards, and DMV printout. Must be clean-cut, polite, professional, and able to read & write, read a map, and follow directions & schedules. Non-smoker & non-drinker preferred. Will be drug tested at company's expense. EOE M/F/H/V

TRUCK DRIVERS (300)
P.S.T. Vans Inc.
P.O. Box 28857
Salt Lake City, UT 84126
800/421-7788 or 208/467-4704
C: Jerry Livingston / Fleet Manager

\$400/wk possible DOE, plus medical/dental & life ins, pension, profit sharing, and 1 wk vacation after 1 yr. Call for appt; RTJJ. Drive an 18-wheeler solo or with a partner. Destinations vary w/in 48 states. Involves loading/unloading. FT; hrs & days depend on destination & amount of work desired by driver; must comply with Dept of Transportation regulations. National truck load carrier hauls general commodities and is preparing to add 300 new trucks within 30 days. Req. class 1 driver's lic and DMV printout. Must be hardworking, dependable, good-quality person. Will be drug tested (at firm expense). EOE M/F/H/V

Unemployed young people have the same needs for support and encouragement as do adults. They may have their youth, but they have little or no experience to offer employers at a time when the job market is very competitive.

TRUCK DRIVERS (8)
Coast Counties Express
4131 Industrial Way
Tracy, CA 95378
900/235-5701
C: Gerald Burton / Terminal Manager

\$7.25/hr to start (+ raises up to \$8.80/hr over 90-day period), \$16-20 cents/mile allowance, and xint bns. Call for appt/send resume; RTJJ. Team-drive a 3-axle truck/commercial trailer across 48 states, performing min tie-down/untilt for off-loading. FT & on-call; 1 to 3-wk trips. Nationwide, LA-based firm specializes in hauling hazardous materials and operates yr-round. Must be 25 yrs old and have 3 yrs commercial driving exp (will consider 23-yr-old w/ 2 yrs commercial exp as partner); have Class 1 CDL & clean DMV; and be neat, clean, reliable, and personable. Owner/operator teams welcome to apply. EOE M/F/H/V

TRUCK DRIVERS - EXPERIENCED (100)

Werner Enterprises Inc.
I-90 and Highway 50 / P.O. Box 37308
Omaha, NE 68137
800/228-2137

C: Driver Recruiter / Qualified Dept
Earn up to \$23/mile with yearly pay increases, mileage & safety bonuses, insurance for FT spouse-rider, and medical & life insurance after 90 days. Call between 8-5 (central time) Mon-Fri for phone interview; RTJJ. Drive new tractor/trailers loaded with general commodities nationwide and do loading/unloading. Solo/team welcome; stops & layovers req. FT, irregular hrs (freight carrier). Expanding fleet plans to add 400 new units. Req. Class 1 driver's lic and courteous, dependable, prompt, hardworking safe drivers with professional attitude & respectful manner. 2 yrs nationwide driving exp pref. EOE

WAREHOUSE SHIPPING/RECEIVING PERSON
Natural Wonders, Inc.
2320 Owen Street
Santa Clara, CA 95054
408/999-0191
C: Sue Bitterworth or Lorenz / Acting

\$4.50-5/hr + vacation, holidays, medical, dental, and life ins after 90 days (if full-time position). Call for appointment; RTJJ. Perform data entry duties for shipping & receiving of goods and pack & UN boxes. Full-time or part-time position available; flexible hrs Mon-Fri. Nature & science gift retail center has 2 stores (30 employees) and 5-yr plan for 100 stores nationwide. CDL required. Good math skill and shipping & receiving experience preferred. AA/EEO Employer (#101)

Call back your job prospects regularly. Unless they hear from you, they may think you're no longer interested.

YARD PERSON
California Transport
6080 Elder Creek Road
Sacramento, CA 95824
916/388-8082
C: Dennis Ward / Manager

\$4.25/hr to start plus medical, dental & optical insurance after 30 days. Call between 8-5 Mon-Fri for more information. Vehicle transportation company with locations in Sacramento & Fremont seeks individual to work in yard performing various duties including cleaning and running errands. No experience necessary. Must be able to work diligently with minimum supervision.

Too Late to Classify

ADMINISTRATIVE ASSISTANTS (2)
University of California
Office of the President
2199 Addison Street, Room 192
Berkeley, CA 94720
415/842-9897

C: Personnel Services (#8-19 & 8-25)
\$19,056-24,540/yr DOE/DOQ, + xint benefits pkg including 3 wks vacation/yr and medical/dental & vision ins. File resume by 9/14. One of the West's major universities is seeking 2 individuals to provide admin & clerical support in the Risk Mgmt & Safety Office. Hrs 8-5 Mon-Fri. Both positions req 2 yrs clerical & administrative exp; xint clerical, WP, grammar & spelling skills; accurate 60 wpm typing, great interpersonal skills, and ability to work independently & meet deadlines. One position has additional reqs of 4 yrs exp and xint verbal & written skills. Prefer Macintosh exp. AA/EEO

ASSEMBLER
Bythway's Manufacturing Inc.
2750 Redding Avenue
Sacramento, CA 95820
916/453-1218
C: Office

\$4.25/hr to start, plus bonus, 1 wk vacation, and 6 paid holidays. Call between 8-5 for more information or apply in person. Entry-level position assembling hardware for this well-established (38 yrs), family-owned & operated manufacturer of window-covering products. Full-time day shift, Mon-Fri. Must speak English, be a dedicated team player, and work well with others. No experience necessary; will train. Must have right to work. EOE

COLLISION REPAIR TECHNICIAN
Pacific Auto Body
748 North Main Street
Fort Bragg, CA 95437
707/864-9883
C: Pete

\$10-14/hr plus vacation & holidays. Call for appt. Perform all aspects of body work (including medium & heavy duty unitbody & frame work) using a conventional rack and a Detailer bench system. Hrs 8-5 Mon-Fri. Auto body shop, specializing in high-quality insurance work, is considered the best facility on the beautiful North Coast. Must be neat, clean, meticulous and have own tools. Prefer at least 2 yrs journey-level body experience.

Squaw Valley USA

Ski Employment

We're now accepting applications for the 1988-89 ski season. Interviews for the full recruitment will be Saturday Oct 8 & 22, 1988 at the Olympic House of Squaw Valley. Experience on winter sports is a plus. We look forward to meeting you. No appointment necessary. Call for more info. (916) 553-6985
EEO Employer

The Smile File



COUNSELORS (part-time & on-call)
Childhaven
733 Webster Street
Fairfield, CA 94533
707/425-5744
C: Personnel

\$8/hr to start. Send resume. Offer emotional support and serve as a positive role model for families; provide a 'safe' environment for the children; and supervise & participate in educational & recreational activities. PT & on-call; day, swing & night shifts avail (shifts are 7-10 hrs) plus some weekends & holidays. Licensed short-term residential group home serves children from birth to 12 years of age. Related residential home experience essential. Must be an emotionally stable, mature individual, capable of constructive interaction with children & adults. EOE

Questions about salary or benefits should never be asked until the end of an interview.

CUSTOMER SERVICE REPRESENTATIVES (2)
RTO Rents
1800 El Camino Avenue
Sacramento, CA 95815
916/920-8311
C: Ron Otsuji

\$5.11/hr to start + bonus, paid holidays, sick leave & vacation, and medical/dental & vision ins after 4 mos. Call for appt/apply in person. Undertake phone & outside collections on overdue accounts and pick up & deliver rentals. Heavy lifting involved. Positions also avail in the BAY AREA (call 707/843-0244) and STOCKTON AREA (209/468-3834). FT; 8:30-7, 5 days/wk incl Sat + 8 hrs/wk guaranteed OT. One of America's largest & best rent-to-own firms offers rapid management & advancement potential. Req. minimum HS diploma, valid CDL, and DMV printout. Must be motivated, hard-working, career-minded individual. EOE

Straw Hat PIZZA

DELIVERY DRIVERS
Straw Hat Pizza
Main Office
7188 Southland Park Drive, #31
Sacramento, CA 95831
C: Managers

\$4.25/hr + tips, daily per-delivery bonus, and medical & dental ins for FT employees. Call/apply in person at the Sacramento area location nearest you: (916) 866-8288, 422-7542, 352-6445, 484-9088, or 985-1731. Deliver pizzas and handle various in-house duties. Great opportunity for advancement! Must be at least 18 yrs old, dependable, organized, personable, and able to provide great customer service. Requires transportation, DMV printout, and proof of insurance. Paid training provided!

JUNIOR WINDPLANT OPERATORS
U.S. Windpower
9952 Preston Avenue
Livermore, CA 94550
C: Human Resources

\$7.70/hr + shift differential and full benefits. Send resume, salary history & reqs, or apply in person; no calls please. Several entry-level positions avail. Responsible for effective ops of windplant, including monitoring windplant activities, taking corrective action to ensure efficiency, initiating repairs, dispatching maintenance crews, and participating in ongr experiments. FT hrs to be discussed. USW, the nation's leading alternative energy company, req 1-2 yrs gen etc exp, 35wpm typing, good written & oral communication skill, technical aptitude. Will train in all aspects of windplant ops. EOE

JUNIOR WINDSMITH
U.S. Windpower
9952 Preston Avenue
Livermore, CA 94550
C: Human Resources

Salary negotiable + full benefits. Please send resume, salary reqs, and DMV printout. No phone calls, please. Troubleshoot & maintain wind generators on our wind farms, working from our Livermore facility using hand tools, multimeter, and other specific diagnostic instruments. FT variable shifts. Foremost designer & operator of windpower plants offers a challenging opportunity to assist in meeting the world's alternative energy needs. Req 2 yrs electrical & mechanical exp or equiv education, knowledge of AC/DC circuits & troubleshooting, CDL & good driving record. EOE

LAB TECH & QUALITY ASSURANCE PERSON
Northview Pacific Laboratory
2800 7th Street
Berkeley, CA 94710
415/545-8440
C: Tracy

Salary DOE/DOQ, plus good benefits. Call between 3-5 Mon-Fri for appt. Audit toxicology reports & studies and perform some industrial toxicology/immunology lab work. Full or part-time (FT: flexible hrs, 9-5:30 Mon-Fri). Fast-growing East Bay industrial toxicology laboratory requires degree in biology and/or 2 yrs lab experience. Must be detail-oriented self-starter with ability to be cross-trained in quality assurance. EOE M/F/H/V

SHIPPER
Bythway's Manufacturing Inc.
2750 Redding Avenue
Sacramento, CA 95820
916/453-1218
C: Office

\$4.25/hr to start, plus bonus, 1 wk vacation, and 6 paid holidays. Call between 8-5 for more information or apply in person. Entry-level position with well-established (38 yrs), family-owned manufacturer of window-covering products. Box & prepare items for shipping. Full-time day shift, Mon-Fri. Must speak English, be a dedicated team player, and work well with others. No experience necessary; will train. Must have right to work. EOE

WATER MAINTENANCE WORKER
City of Daly City
240 82nd Street
Daly City, CA 94015
415/991-8028
C: Personnel Office
9957-1177 bi-weekly (\$2095-2550/mo). Write or call for city application & information; file by 9/30/88 (resumes not accepted in lieu of appl). Install, repair & replace water mains, meters, service connections, and other water distribution facilities. Full-time. Requires 1 yr exp in construction or maintenance work in a water utility system or the plumbing trade; completion of 10th grade; and valid class III driver's license. Equal Opportunity Employer M/F/H/V

WORD PROCESSING SECRETARY

Coldwell Banker Commercial Real Estate
201 North Civic Drive, Suite 240
Walnut Creek, CA 94598
C: Anna
\$18,500-18,000/yr DOE, plus excellent benefits including vacation, holidays, sick leave, medical/dental & life ins, and profit sharing. Send resume. Support busy leasing agents, type contracts, prepare tour packages, transcribe from dictaphone, handle heavy correspondence, and provide occasional telephone sales. Hrs 8:30-5 Mon-Fri. Commercial RE firm is top in nation. We have a dynamic workforce and a beautiful working environment. Must type 70 wpm, have good communication skills, and have professional manners & appearance. Multitask exp desired, but will train on IBM PCs. EOE

RTO RENTS

MANAGER-IN-TRAINING
RTO Rents
1800 El Camino Avenue
Sacramento, CA 95815
916/920-8311

C: Greg Gottlieb / Regional Supervisor
\$1400-1800/mo to start DOE/DOQ, + vacation, sick leave, holidays, medical/dental, life & vision ins after 120 days, and company-paid relocation. Call for appt/send resume. Learn every aspect of business including hiring/firing, training, sales, supervision, collections, and inventory control. One of the nation's largest & best rent-to-own companies offers rapid career advancement. Hrs 8:30-7, 5 days/wk including Sat. Req min 1 yr mgmt exp or a 4-yr business degree; valid CDL; and DMV printout. Must have at least HS diploma and be a high-energy, self-motivated, career-minded hard worker, able to relocate. EOE

REGISTERED NURSES
Sonoma Valley Hospital
347 Andrieux Street
Sonoma, CA 95478
707/838-0292

C: Human Resources Department
Competitive salary DOE, plus excellent benefits package for FT positions including health, dental, life & vision insurance, vacation, sick leave, holidays, and 17% shift differential. Call or send resume. Immediate openings for RNs in our ICU department. Full-time, part-time & per diem; 12-hr shifts & night shifts available. 75-bed acute care facility, located in the beautiful wine country, has a supportive team. Requires Calif RN license & CPR certification. Prefer ACLS, CCRN. EOE

Find out which businesses in your area are planning to start up or expand. Watch local newspapers & business publications or contact the CA Department of Commerce.

SALESPERSON
Wes Lasher Volkswagen, Peugeot, Isuzu
5800 Florin Road
Sacramento, CA 95823
916/421-9260
C: Tony Lee

Unlimited earnings potential on a commission-only basis, plus medical/dental ins and paid vacation. Apply in person. Sell new VW, Peugeot & Isuzu cars & trucks, also late-model trade-ins. Full-time hrs & days to be discussed at interview (may include weekends & evenings). Full-service dealership is located on a popular 'auto row.' Must be aggressive, personable, and have some auto sales experience.

SPECIALIZED CARRIER

TRUCK DRIVERS - EXPERIENCED (100)

Werner Enterprises Inc.
I-90 and Highway 50 / P.O. Box 37308
Omaha, NE 68137
800/228-2137

C: Driver Recruiter / Qualified Dept
Earn up to \$23/mile with yearly pay increases, mileage & safety bonuses, insurance for FT spouse-rider, and medical & life insurance after 90 days. Call between 8-5 (central time) Mon-Fri for phone interview; RTJJ. Drive new tractor/trailers loaded with general commodities nationwide and do loading/unloading. Solo/team welcome; stops & layovers req. FT, irregular hrs (freight carrier). Expanding fleet plans to add 400 new units. Req. Class 1 driver's lic and courteous, dependable, prompt, hardworking safe drivers with professional attitude & respectful manner. 2 yrs nationwide driving exp pref. EOE

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EEO Employer

Sacramento
(916) 921-9010



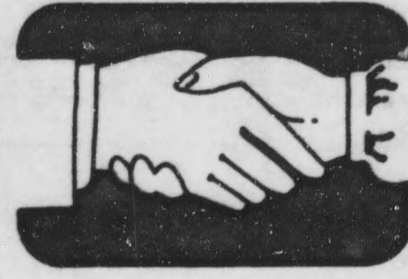
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